



Town of Arlington Board of Selectmen

Meeting Agenda

June 6, 2016

7:15 PM

Selectmen's Chambers, 2nd Floor, Town Hall

1. Vote to Authorize and Accept Sale of Bond Anticipation Note (BAN) for \$6.0MM for Construction at Stratton School and Modular Classrooms

Stephen J. Gilligan, Treasurer & Collector of Taxes

CONSENT AGENDA

2. Minutes of Meetings: May 23, 2016

3. Establishment of Vision 2020 Gift Account

Adam W. Chapdelaine, Town Manager

4. Request: Special (One Day) Beer & Wine License, 6/17/16 @ Robbins Memorial Town Hall Auditorium for ACMI Awards Dinner

Norman McLeod, Arlington Community Media Inc. (ACMI)

5. Request: Special (One Day) Beer & Wine License, 6/18/16 @ Robbins Memorial Town Hall Auditorium for a Private Wedding

Lindsay Strogatz

6. Request: Contractor/Drainlayer License

Koster & Sons Construction Inc., 217R New Boston Street, Woburn, MA

7. Request: Contractor/Drainlayer License

Tim Zanelli Excavating LLC, 299 Main Street, North Reading, MA

8. Appointment of New Election Workers: (1) Alan Coscia, 54 Medford Street, R, Pct. 12; (2) Marjorie Cronin, 156 Wright Street, U, Pct. 21; (3) Elaine Denning, 7 Crosby Street, U, Pct. 11; (4) George Parsons, 23 Brewster Road, U, Pct. 20

PUBLIC HEARINGS

9. Hearing: Underage Sales and Other Alcohol License Violations

Common Ground, 319 Broadway

Bob O'Guin, Jr., Manager

Douglas W. Heim, Town Counsel

APPOINTMENTS

10. Arlington Cultural Council

Gabrielle Marroig

(term to expire 5/31/2019)

LICENSES & PERMITS

11. Request: Food Vendor License
La Famiglia Pizzeria, 1215 Massachusetts Avenue
Osmarly Bento Lombardi
12. Request: Sidewalk Cafe Permit
Za Restaurant, 138 Massachusetts Avenue
Jeff Broadman, General Manager

CITIZENS OPEN FORUM - SIGN IN PRIOR TO BEGINNING OF OPEN FORUM

Except in unusual circumstances, any matter presented for consideration of the Board shall neither be acted upon, nor a decision made the night of the presentation in accordance with the policy under which the Open Forum was established. It should be noted that there is a three minute time limit to present a concern or request.

TRAFFIC RULES & ORDERS / OTHER BUSINESS

13. Presentation: East Arlington Corridor Project , Spring and Summer
Cecily Miller, Public Art Consultant
Adria Arch, Arlington Public Art
14. For Approval: 18th Annual Feast of the East, June 18
Jan Whitted, Capitol Square Business Association
Diane Buxton, Luv and Other Gifts, Capitol Square
15. Sign Request: Ravine Street
Rebecca and Doug Perlo, 40 Irving Street
(tabled from 4.11.16 meeting)
16. Vote and Approval: Cultural District Resolution
Douglas W. Heim, Town Counsel
17. Endorsement of Scenic Byway Grant
Adam W. Chapdelaine, Town Manager
18. Request: Use of Jefferson Cutter House Lawn (Saturdays and Sundays) for ATED Visitor Center
Joseph A. Curro, Jr., Selectman for Arlington Committee on Tourism and Economic Development
19. Discuss and Vote: Block Party Application Changes
Daniel J. Dunn, Selectman

CORRESPONDENCE RECEIVED

MWRA's Efforts to Address Lead Issue in Schools

Joseph E. Favaloro, Executive Director, MWRA Advisory Board
Frederick A. Laskey, Executive Director, Massachusetts Water Resources Authority

Notice of MEPA Comment Period Extension - EEA 15507, J-1 System Mystic River Crossing Replacement - Arlington, Medford, Somerville

Alex Strycky, MEPA Office

NEW BUSINESS

EXECUTIVE SESSION

Next Scheduled Meeting of BoS June 20, 2016



Town of Arlington, Massachusetts

Vote to Authorize and Accept Sale of Bond Anticipation Note (BAN) for \$6.0MM for Construction at Stratton School and Modular Classrooms

Summary:

Stephen J. Gilligan, Treasurer & Collector of Taxes

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	VOTE_Selectmen_Approve_6MM_BAN_Jun06_2016.pdf	Vote of the Board of Selectmen

VOTE OF THE BOARD OF SELECTMEN

I, the Clerk of the Board of Selectmen of the Town of Arlington, Massachusetts, certify that at a meeting of the board held June 6, 2016, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

Voted: to approve the sale of a \$6,000,000 2.00 percent General Obligation Bond Anticipation Note (the "Note") of the Town dated June 16, 2016, and payable November 10, 2016, to Eastern Bank at par and accrued interest, if any, plus a premium of \$33,744.00.

Further Voted: that in connection with the marketing and sale of the Note, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated May 25, 2016, and a final Official Statement dated June 2, 2016, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Town Treasurer and the Board of Selectmen be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Note for the benefit of the holders of the Note from time to time.

Further Voted: that we authorize and direct the Treasurer to establish post issuance federal tax compliance procedures in such form as the Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Note.

Further Voted: that each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays,

prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Note were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended.

Dated: June 6, 2016

Clerk of the Board of Selectmen

AM 57987198.1



Town of Arlington, Massachusetts

Minutes of Meetings: May 23, 2016

ATTACHMENTS:

Type	File Name	Description
▣ Reference Material	5.23.16_draft_minutes.docx	Draft minutes 5.23.16

TOWN OF ARLINGTON
BOARD OF SELECTMEN

Meeting Minutes
Monday, May 23, 2016
7:15 PM

Present: Mrs. Mahon, Chair, Mr. Dunn, Vice Chair, Mr. Greeley, Mr. Byrne, and Mr. Curro.
Also Present: Mr. Chapdelaine, Mr. Heim, and Mrs. Krepelka.

1. Discussion: Memorial Day 2016

Jeffrey A. Chunglo, Director of Veterans' Services

Mr. Chunglo reported that unlike previous years, there will not be a parade from Walgreen's to Monument Park. Instead the entire ceremony will be held at the Arlington Town Hall.

Immediately following the observance, wreath-laying ceremonies and the unveiling of the new Veterans' Memorial will be conducted at Mt. Pleasant Cemetery. This year, Arlington will dedicate the final veterans' burial lot at Mt. Pleasant Cemetery. This veterans' lot will be dedicated in honor of the men and women that served the U.S. during the ongoing Global War on Terrorism Campaign. In addition to state and local officials, the keynote speaker will be Major General Jeffrey Clark. He is the current Director of the Defense Health Agency and former Commanding Officer of the National Military Medical Center at Bethesda.

The Selectmen thanked Mr. Chunglo for all the great work he does for veterans.

CONSENT AGENDA

2. Minutes of Meetings: May 16, 2016; Addendum May 16, 2016

3. Request: Special (One Day) Beer & Wine License, 6/4/16 @ Robbins Memorial Town Hall for a private event
Samantha Esher/Stephen Reinstein

4. Request: Special (One Day) Beer & Wine License, 6/4/16 @ Arlington Senior Center for a private party
Jill R. Singer

5. For Approval: 3rd Annual Celebrate! 5K Fun Run/Walk, June 11, 2016
Arlington High School Girls' and Boys' Cross Country Teams

6. Request: Contractor/Drainlayer License
Asphalt Services Inc., 210 New Boston Street, Woburn, MA

7. Request: Contractor/Drainlayer License
Uticon, LLC, 294 Lowell Street, Lexington, MA

Mr. Byrne moved approval.

SO VOTED (5-0)

APPOINTMENTS

8. Board of Youth Services
Kristen Barnicle
Kimberly Cayer
(terms to expire 6/30/2019)

Mr. Curro moved approval.

SO VOTED (5-0)

9. Human Rights Commission
Wendy Bell
(term to expire 6/30/2019)

Mr. Dunn moved approval.

SO VOTED (5-0)

LICENSES & PERMITS

10. Request: Class II License
G.A Mikhael Autoworks Inc., d/b/a Alewife Automotive Center
George Mikhael, 10 Sunnyside Avenue, Arlington, MA 02474

Mr. Byrne moved approval.

SO VOTED (5-0)

TRAFFIC RULES & ORDERS / OTHER BUSINESS

11. For Approval: Arlington Alive Summer Arts Block Party, Saturday, June 25, 2016,
11am-5pm
a) Restrictions and street closure from 9:30 a.m. to 6:00 p.m. on Broadway @
Massachusetts Avenue, Broadway @ Alton Street, and Broadway before the Fire Station
b) Performances and booths on Broadway Plaza
c) Use of parking spaces on Broadway in front of the Veterans' Memorial
d) Temporary bus stop to be located on the Massachusetts Avenue side of the Veterans'
Memorial
e) Hanging of twelve pole banners in Arlington Center
f) Suspension of parking fees in the Russell Common Lot
Tom Davison, Arlington Committee on Tourism and Economic Development

Mr. Curro moved approval.

SO VOTED (5-0)

Mrs. Mahon asked that instead of “suspension” of parking fees it should be called a “waiver” of parking fees.

12. Discussion: Scheduling the Goal Setting Session
Adam W. Chapdelaine, Town Manager

It was unanimously decided to have the goal setting meeting on Saturday, July 16, 2016, 9 - 12 noon in the Town Manager’s Conference Room.

CORRESPONDENCE RECEIVED

Request Speed Table at Intersection of Magnolia Street and Herbert Road
Joseph Connelly, Director of Recreation

Mr. Dunn moved that the correspondence on the speed table be referred to TAC for review and recommendation at a future meeting. SO VOTED (5-0)

Consider Name Change to Board of Selectmen

Hannah via Request Answer Center

Mel Goldsipe appeared before the Board and thanked the Board for allowing her to speak. She stated the presence of a woman on the Board is a great model for girls growing up right now and it plants the seed that a career in politics is a viable opportunity for them. Last week Southwick's Town Meeting voted to change their Board of Selectmen to a Select Board, making it the 19th town in Massachusetts to make that change. Ms. Goldsipe also stated "politics works best when everyone is free to participate. It's not enough to remove prohibitions, such as finally allowing everyone to vote. We need to actively welcome everyone's contributions; that is why the Human Rights Commission supports this change."

Mr. Greeley thanked Ms. Goldsipe for her presentation and recalled that in years past the Board had taken up this topic. At that time, the Board was made up of three women and only two men and the Board voted to maintain the traditional name.

Mr. Curro stated he feels that this is a reasonable request to discuss at a future meeting and the Board agreed to take this topic up at their yearly goal review session in July.

Mr. Heim stated he would research the Town Manager Act and report back. If approved, it may require Town Meeting action.

Mr. Curro moved approval. SO VOTED (5-0)

Failed Vote Letter to MSBA

Edward Bouquillon, PHD, Superintendent-Director, Minuteman High School

Mr. Dunn, the Board's liaison to the Minuteman School Committee, stated member towns have and will work with Belmont to find a way to approve said agreement in the future.

He is hoping the more we educate Belmont about the alternatives that they will follow a path similar to Arlington and come around.

Mr. Byrne moved receipt of Correspondence Received. SO VOTED (5-0)

Mr. Byrne moved to adjourn at 8:05 PM. SO VOTED (5-0)

NEW BUSINESS

Mr. Heim thanked Attorney Marlenga, Peter Buckley, Patricia Yorston and Patricia Kennedy for all their hard work in preparing for Town Meeting.

Mr. Chapdelaine and the Selectmen wished Joseph "Cam" Cormier a Happy 100th birthday on May 22nd. Cam continues to reside in Arlington. He married his beloved wife of nearly 68 years, Rosaline. Together they raised two daughters, Susan and Dianne. He loves to do word games and puzzles and attends Cooperative Elder Services.

Mr. Byrne stated he attended a Breakfast Sunday morning and two Arlington residents, Nikki Doherty and Lou Doherty, no relationship to each other, both received the Central Catholic League Sportsmanship Award. Both students are graduating from Arlington Catholic on Thursday. Congratulations to both of them.

Mr. Greeley thanked Town Counsel Heim, Town Manager Chapdelaine, Mrs. Krepelka and her staff for all their hard work preparing for the Presidential Primary, Town Election and Town Meeting.

Mr. Curro stated he attended the Rock'n Robbins Book Cart Drill Team Competition last week and it was terrific. The drill team came in second place.

Mr. Dunn stated on June 14th the Town will be having the Debt Exclusion Election and he is very happy to support it. You can go to www.buildarlingtonsfuture.org for more information. Also, at the June 6th meeting he would like to discuss the Block Party Policy and make a few changes.

Mr. Dunn also reminded the Board that starting June 1st the Selectmen will be dressing in casual attire for the summer meetings.

Mrs. Mahon stated that there would be many forums regarding the Debt Exclusion questions and encouraged everyone to look at all the information that is out there.

Mr. Byrne moved to adjourn at 8:00 p.m.

SO VOTED (5-0)

A true record: Attest

Marie A. Krepelka
Board Administrator

5/23/16

Agenda Item	Documents Used
1	Discussion: Memorial Day 2016
2	Minutes of meetings: 5.16.16 and Addendum 5.16.16
3	Special one day beer and wine license, 6/4/16 at Robbins Memorial Town Hall
4	Special one day beer and wine license, 6/4/16 at Arlington Senior Center
5	3 rd Annual Celebrate! 5K Fun Run/ Walk, June 11, 2016
6	Contractor/ Drainlayer License – Asphalt Services Inc.
7	Contractor/ Drainlayer License – Uticon, LLC
8	Board of Youth Services, Barnicle resume, Cayer resume
9	Human Rights Commission, Bell letter of interest and resume
10	Class II License, Alewife Automotive Center
11	Request from Arlington Committee on Tourism and Economic Development, Arlington Alive Summer Arts Block Party 6.25.16
12	Scheduling the Goal Setting Session - Town Manager
Corr. Rec'vd	Request Speed Table at Intersection of Magnolia Street and Herbert Road Consider Name Change to Board of Selectmen Failed Vote Letter to MSBA



Town of Arlington, Massachusetts

Establishment of Vision 2020 Gift Account

Summary:

Adam W. Chapdelaine, Town Manager

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	MEMO_V2020_GiftAccount_6_6_16.pdf	Memorandum to Board
▢ Backup Material	Vision_2020_Gift_Account.pdf	Detailed Memorandum
▢ Reference Material	Establishment_of_Gift_Accounts_6.3.16_(3).pdf	R. Viscay memo: Establishment of Gift Accounts
▢ Reference Material	Req_To_Establish_New_Grant_-_9.8.15_(3).pdf	Form: Request to Establish New Special Revenue/Grant Account



**Town of Arlington
Office of the Town Manager**

Adam W. Chapdelaine
Town Manager

**730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us
Website: www.arlingtonma.gov**

To: Board of Selectmen

From: Adam W. Chapdelaine, Town Manager

RE: Establishment of Vision 2020 Gift Account

Date: June 2, 2016

This agenda item requests that the Board vote to officially establish a gift account for Vision 2020. This will allow Vision 2020 to accept gifts and donations and expend such funds for purposes related to the activities of the Vision 2020 task groups. The attached memorandum provides further detail on this request.

I would be happy to answer any questions that you may have in regard to this matter.



*Robbins Memorial Town Hall
730 Massachusetts Avenue
Arlington, MA 02476*

To Adam Chapdelaine, Town Manager
Jennifer Raitt, Director, Planning and Community Development
From Joey Glushko, Planner, Vision 2020 Standing Committee
Date May 13, 2016
Re Gift Account for Vision 2020

For approximately three years, Vision 2020 has received financial support through the Town Warrant Appropriation for Committees and Commissions; this \$3,000 appropriation has raised the public's awareness of the programs of the Vision 2020 task groups and Standing Committee and has resulted in an increased exposure for Vision 2020 projects and leadership. This increased presence has resulted in occasional donations to specific task group projects; task group leaders have been solicited for participation in larger regional forums, receiving honoraria which they would like to donate to Vision 2020 groups/projects. To date, the proffered donations are few in number and small in dollar value; they have not been solicited, but offered. At this time there is not a mechanism for handling such donations.

Vision 2020 programs would benefit from this added financial support. We seek to set up a "gift account" through the Town's fiscal processes, to hold donated funds for Vision 2020 such that the funds would be available for future uses. Vision 2020's Standing Committee would control the access to these funds, maintaining a division of funds for the groups to which the donation was directed. Thus, despite there being numerous groups of Vision 2020, and donations might be made to any of these groups or projects, there would be only one gift account, but there would be documentation as to the distribution "breakdown" of these funds.

We hope you will review this request favorably, or propose an alternative mechanism that will allow the accumulation and maintenance of these funds. We appreciate your assistance in finding a resolution for this unexpected benefit. If there is favorable review, please notify us of the procedure to create a "gift account."



Town of Arlington Office of the Comptroller

869 Massachusetts Avenue – Room 102

Arlington, Ma. 02476

Tel: (781) 316-3330

Fax: (781) 316-3951

Richard Viscay, Comptroller
Cindy Fields, Assistant Comptroller

To: Board of Selectmen
From: Richard Viscay
Cc: Marie Krepelka, Board of Selectmen Administrator
Adam Chapdelaine, Town Manager
Date: June 3, 2016

RE: Establishment of Gift Accounts (MGL 44/53a)

Massachusetts General Laws allow for the acceptance of gift accounts to the Town with the authority of the Board of Selectmen. The Town currently has several gift accounts that have been established previously, however, when a new gift account is requested by a department of the Town, or a Board or Committee of the Town, it is first to be accepted by the Town for the purpose(s) of said gift.

This will ensure that donations aren't accepted by the Town for initiatives that do not align with the Town's overall mission and/or the objectives of the departments of which the donated funds are directed.

Therefore, any new gift account for the Town that is requested to be established will come before the Board of Selectmen for a favorable vote of acceptance. This will be the opportunity for the Selectmen to ask questions about who will administer the gift account, for what purposes it should be spent, and any other questions it may have before acceptance.

Once accepted by the Board, the department, board, or committee requesting such gift account will be given a form to complete for the Comptroller's office to establish the fund on the general ledger. A copy of the "form to establish a new account" has been attached for your benefit.

Please let me know if you have any further questions.

TOWN OF ARLINGTON – COMPTROLLER’S OFFICE
REQUEST TO ESTABLISH NEW SPECIAL REVENUE/GRANT ACCOUNT

Department Name: _____ Department No: _____

Grant Administrator Name: _____ Department: _____

Person Responsible for Reconciling Grant: _____

Special Revenue/Grant Account Type - Check One:

Federal: _____ Federal Pass Thru: _____ State: _____ Local: _____ Gifts & Donations _____ Other _____

Name: _____

Amount of Special Revenue/Grant: _____

Date of Grant Inception: _____

How long will grant be in existence for? _____

Purpose of Grant: _____

Do you have a budget for this grant? _____ (if so, please attach)

Other information: _____

For Use by Comptroller’s Office Only:

Fund #: _____ Fund Name: _____

Revenue Org/Object: _____

Personnel Org/Object: _____

Expenditure Org/Object: _____

CFDA #: _____ (Federal Grants Only)

Date Processed: _____

Added Due to Due from: _____

Processed By: _____

Assistant Comptroller

Approved By: _____

Comptroller



Town of Arlington, Massachusetts

Request: Special (One Day) Beer & Wine License, 6/17/16 @ Robbins Memorial Town Hall Auditorium for ACMI Awards Dinner

Summary:

Norman McLeod, Arlington Community Media Inc. (ACMI)

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	ACMI_special_license.pdf	Special Beer and Wine Application

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL ALCOHOL LICENSE APPLICATION

Name of Applicant: Arlington Community Media Inc. (ACMI) Norman McLeod

Address, phone & e-mail contact information:

85 Park Avenue, Arlington, Ma. - 781-777-1115 norm@acmi.tv

Name & address of Organization for which license is sought:

same as above

Does this Organization hold nonprofit status under the IRS Code? ☒ Yes ☐ No

Name of Responsible Manager of Organization (if different from above):

Address, phone & e-mail contact information:

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? ☐ no ☐ If so, please give date(s) of Special Licenses and/or applications and title of event(s).

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?

biannual Arlington town Hall

24-Hour contact number for Responsible Manager on Event date:

Norm McLeod- 781-777-1115

Title of Event:

Awards Dinner

Date/time of Event:

Friday, June 17, 2016 6:00 pm - 11:00 pm

Location of Event: Arlington Town Hall

Location/Event Coordinator: Patsy Kraemer/Vicki Rose

Method(s) of invitation/publicity for Event:

Invitation

Number of people expected to attend: 200

Expected admission/ticket prices: N/A

Expected prices for food and beverages (alcoholic and non-alcoholic):

\$5 per glass

Will persons under age 21 be on premises? yes

If "yes," please detail plan to prevent access of minors to alcoholic beverages.

Bartenders will check for ID's

Have you consulted with the Department of Police Services about your security plan for the Event?

YES

OFFICE USE ONLY

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Off. Corey P. Rabeau Date 5/20/16
Off. Corey P. Rabeau
Printed name/title

POLICE COMMENTS:

Request at least one detail. Provide copy
of names and T&PS certification of bartender(s).

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.)

beer/wine

What types of food and non-alcoholic beverages do you plan to serve at the Event?

full dinner/ waters/sodas

Who will be responsible for serving alcoholic beverages at the Event?

Beaujolais Catering

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

TIPS CERTIFICATION

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

tIPS attached

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc.)

Atlas Liquors, Medford

Date of Delivery: Friday, June 17

Alcohol Serving Time (s): 6:00 pm - 10:00 pm

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?

Atlas Liquors will pick up excess alcohol

Date of Pick-Up:

Mon. June 20, 2016

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.)

ATTACHED

Please submit this completed form and filing fee to the Board of Selectmen at least 21 days before your Event. Failure to provide complete information may delay the processing of your application.

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: _____

Printed name: Norman McLeod

Printed title & Organization name: ACMI

Email: Norm@acmi.tv

revised: 5/18/2015 reformatted: 2/25/2016



ROBBINS MEMORIAL TOWN HALL AUDITORIUM
730 Massachusetts Avenue, Arlington, Ma. 02476

19 May 2016

SECURITY PLAN FOR ACMI ANNUAL MEETING AND AWARDS NIGHT

ACMI is sponsoring an event - an annual meeting and awards night reception to be held on Friday, June 17, 2016, 6:00 pm – 11:00 pm at the Arlington Town Hall. A One-Day Permit has been submitted to the Selectmen's Office.

This is the Security Plan.

ACMI is sponsoring this event for its staff and members. There are no tickets required to attend the event. ACMI is sponsoring the event and funding it.

We anticipate approximately 200 people to attend.

Patsy Kraemer and Vicki Rose will be the event coordinators for the event. Beaujolais Catering will provide bartender service and food service. There will be a Town Hall custodian for the event. Norm McLeod and his staff will assist in staffing the party. All these people will be responsible for ensuring that the event runs smoothly.

A police detail will be hired for the event (if required) and a fire services detail will be hired for the event.

Parking for the event will be available in the Town Hall parking lot, the parking lot at the Central School office building directly behind Town Hall, and on the side streets, as well as Mass. Ave.

Please advise if there are other items that we need to consider.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/26/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Prescott and Son Insurance Agency, Inc. 963 Eastern Avenue Malden MA 02148 INSURED Michelle C Noska, DBA: Beaujolais Catering 9 Chestnut St. Wakefield MA 01880	CONTACT NAME: Commercial Lines PHONE (A/C, No, Ext): (781) 322-2350 FAX (A/C, No): E-MAIL: ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Peerless Insurance INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
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COVERAGES

CERTIFICATE NUMBER: CL154820553

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		BKS56554619	4/9/2016	4/9/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS HIRED AUTOS SCHEDULED AUTOS NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$ OCCUR CLAIMS-MADE					EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below:	Y/N N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	LIQUOR LIABILITY		BKS56554619	4/9/2016	4/9/2017	EACH OCCURRENCE \$1,000,000 AGGREGATE \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate Holder named as Additional Insured

CERTIFICATE HOLDER

CANCELLATION

Town Arlington 730 Mass Avenue Arlington, MA 02474	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE J S Scholnick/SJG <i>Joseph S Scholnick</i>
--	--

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ACORD 25 (2014/01)
INS025 (2014/01)

The ACORD name and logo are registered marks of ACORD

This is your Official TIPS® Certification Card.

Carry it with you as evidence of your skills and knowledge in the responsible sale and consumption of alcohol.

Congratulations!

By successfully completing the TIPS (Training for Intervention ProcedureS) program, you have taken your place in the forefront of a nationwide movement to reduce the tragedies resulting from the misuse of alcohol. We value your participation in the TIPS program.

You will help to provide a safer environment for your patrons, peers and/or leagues by using the techniques you have learned and taking a positive approach towards alcohol use.

If you have any information you think would enhance the TIPS program, or can assist you in any way, please contact us at 703-524-1200. Thank you for your dedication to the responsible sale and consumption of alcohol.

Sincerely,



Adam F. Chafetz
President, HCI

IMPORTANT: Keep a copy of this card for your records. Write down your certification number because you will need it when contacting TIPS. For assistance or additional information, contact Health Communications, Inc. by using the information provided on the reverse side of your certification card. There is a minimal charge for a replacement card if your original card becomes lost, damaged or stolen.

TIPS® eTIPS On Premise 2.0 XXX-XX-XXXX

Issued: 6/6/2015 4003613

ID#:

SSN:

6/6/2018

Expires:

XXXX/XXXX

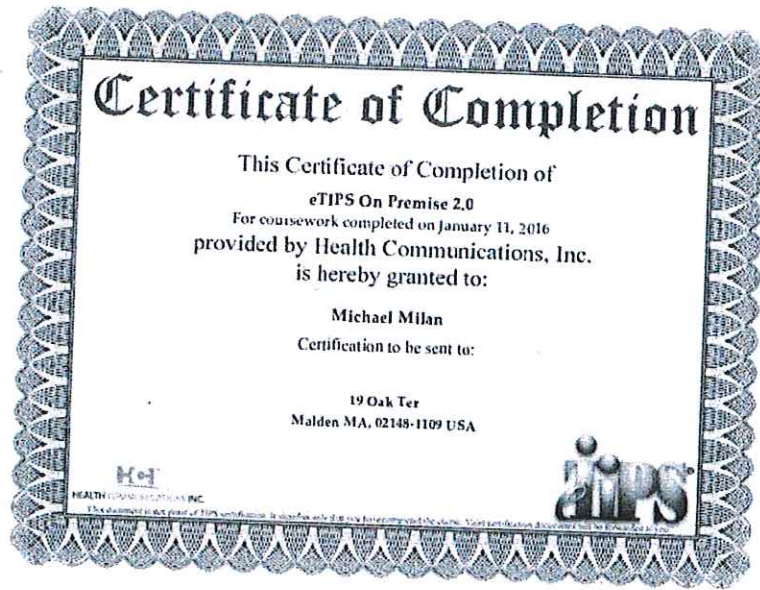
D.O.B.:

5/27/68

Aldarico G de Oliveira
364 Reservoir ave
Revere, MA 02151

For service visit us online at www.gettips.com

Signature: _____



DOB: ~~5/21/78~~
10/4/52



Town of Arlington, Massachusetts

Request: Special (One Day) Beer & Wine License, 6/18/16 @ Robbins Memorial Town Hall Auditorium for a Private Wedding

Summary:

Lindsay Strogatz

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Strogatz_special_license.pdf	Special Beer & Wine License Application

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

SPECIAL ALCOHOL LICENSE APPLICATION

Name of Applicant:

Lindsay Strogatz

Address, phone & e-mail contact information:

Name & address of Organization for which license is sought:

N/A

Does this Organization hold nonprofit status under the IRS Code? ☐ Yes ☐ No

Name of Responsible Manager of Organization (if different from above):

Address, phone & e-mail contact information:

Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? _____ If so, please give date(s) of Special Licenses and/or applications and title of event(s).

Is this event an annual or regular event? If so, when was the last time this event was held and at what location?

Wedding

24-Hour contact number for Responsible Manager on Event date:

518-321-7542

Title of Event:

Wedding

Date/time of Event:

Saturday, June 18, 2016

Location of Event: Arlington Town Hall

Location/Event Coordinator: Patsy Kraemer/Vicki Rose

Method(s) of invitation/publicity for Event:

wedding invitation

Number of people expected to attend: 145

Expected admission/ticket prices: N/A

Expected prices for food and beverages (alcoholic and non-alcoholic):

N/A

Will persons under age 21 be on premises? yes

If "yes," please detail plan to prevent access of minors to alcoholic beverages.

Bartenders will check for ID's

Have you consulted with the Department of Police Services about your security plan for the Event?

YES

OFFICE USE ONLY

For Police Chief, Operations Commander, or designee:

Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.

Det. Corey P. Roteau
Det. Corey P. Roteau
Printed name/title

Date 5/26/16

POLICE COMMENTS:

Security plan states 150. IF that is the correct expected attendance, then one safety detail should be requested.

What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.)

beer/wine

What types of food and non-alcoholic beverages do you plan to serve at the Event?

full dinner/ waters/sodas

Who will be responsible for serving alcoholic beverages at the Event?

Seasons to Taste Catering

What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.

TIPS CERTIFICATION

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.

Jason Frantz - 11/14/1987; Dustin LaJoie 7/28/1991; Eric Burke 12/2/1973

Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc):

Atlas Liquors, Medford

Date of Delivery: Sat. June 18

Alcohol Serving Time (s) 6:00 pm - 10:30 pm

How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?

Atlas Liquors will pick up excess alcohol

Date of Pick-Up:

Mon. June 20

Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.)

ATTACHED

Please submit this completed form and filing fee to the Board of Selectmen at least 21 days before your Event. Failure to provide complete information may delay the processing of your application.

I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:

Signature: _____

Printed name: Lindsay Strogatz

Printed title & Organization name: _____

Email: STROGEY@GMAIL.COM

revised: 5/18/2015 reformatted: 2/25/2016



ROBBINS MEMORIAL TOWN HALL AUDITORIUM
730 Massachusetts Avenue, Arlington, Ma. 02476

25 May 2016

A wedding for Lindsay Strogatz will be held on Saturday, June 18, 2016, in the auditorium at Arlington Town Hall. The event is scheduled for 4:00 pm to 12:00 am.

A One-Day Permit has been submitted to the Selectmen's Office.

This is the Security Plan.

We anticipate approximately 150 guests to attend. We anticipate some attendees will be under age. Therefore the bartending service will ID attendees.

Patsy Kraemer will be the event coordinator for the event. Greg Stathopoulos will be the custodian for the event. Seasons to Taste will be catering the event and will provide the bartending service and will provide the TIPS certified bartending staff. The Strogatz family and the groom's family are all responsible for ensuring that the event runs smoothly.

A fire services detail will be hired for the event. This officer will be available to help with any emergency situations that may arise.

Parking for the event will be available in the Town Hall parking lot, the parking lot at the Central School office building directly behind Town Hall, and on the side streets, as well as Mass. Ave.

Please advise if there are other items that we need to consider.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/4/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER T. Edmund Garrity & Co., Inc. 545 Concord Ave. Cambridge MA 02138		CONTACT NAME: Kathleen McCurdy PHONE (A/C No. Ext): (617) 354-4640 FAX (A/C No): (617) 354-5828 E-MAIL ADDRESS: kathy@garrity-insurance.com															
INSURED Season To Taste Catering LLC 2447 Massachusetts Ave Cambridge MA 02140		<table border="1"><thead><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A: Charter Oak fire Ins Co</td><td>25615</td></tr><tr><td>INSURER B: Travelers Casualty Ins Co</td><td>19046</td></tr><tr><td>INSURER C: Travelers Indemnity Co</td><td>25658</td></tr><tr><td>INSURER D: Travelers Indemnity Co CT</td><td>25682</td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></tbody></table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Charter Oak fire Ins Co	25615	INSURER B: Travelers Casualty Ins Co	19046	INSURER C: Travelers Indemnity Co	25658	INSURER D: Travelers Indemnity Co CT	25682	INSURER E:		INSURER F:	
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COVERAGES

CERTIFICATE NUMBER Master COI 2015

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY			6809B767372	6/18/2015	6/18/2016	EACH OCCURRENCE	\$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$ 5,000
	<input checked="" type="checkbox"/> Liquor Liability						PERSONAL & ADV INJURY	\$ 1,000,000
	1,000,000						GENERAL AGGREGATE	\$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG	\$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC							\$
B	AUTOMOBILE LIABILITY			BA3C916422	9/27/2015	9/27/2016	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident)	\$
	<input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	\$
							Medical payments	\$ 5,000
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR			CUP0C405561	6/18/2015	6/18/2016	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE	\$ 1,000,000
	<input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 5,000							\$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			UB9B769236	6/18/2015	6/18/2016	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N					E.L. EACH ACCIDENT	\$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below	<input checked="" type="checkbox"/> Y	N/A				E.L. DISEASE - EA EMPLOYEE	\$ 500,000
							E.L. DISEASE - POLICY LIMIT	\$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

LLC member, Robert Harris, is excluded from WC coverage.

Town of Arlington is listed as additional insured for general liability if so required by written contract as it relates to named insured's operations.

CERTIFICATE HOLDER

Town of Arlington	CANCELLATION
	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE W Garrity/MONKSA



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/25/2016

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CERTIFICATE HOLDER

CANCELLATION

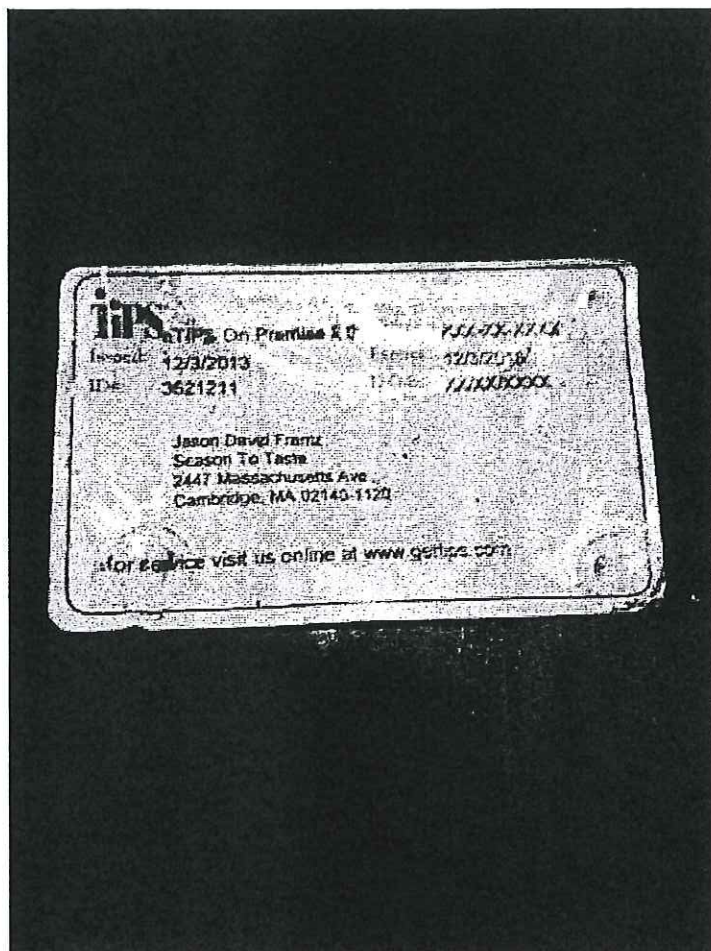
Town of Arlington

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AUTHORIZED REPRESENTATIVE

W Garrity/MONKSA

From: brittany lajoie <brittany@seasontotastecatering.com>
To: Patsy Kraemer <PKraemer@town.arlington.ma.us>
Date: 05/22/2016 10:36 AM
Subject: Re: caterers' license needed



CITY OF CAMBRIDGE

FOOD ESTABLISHMENT PERMIT

In accordance with the provisions of MGL, Chapter 111, Section 127A, and regulations established by the Massachusetts Department of Public Health (105 CMR 435.00) permit is hereby issued to:

Season to Taste Catering, LLC
2445 Mass Ave

Serving:

Catering



Operator: Robert Harris

Permit valid: 06/29/2015 thru 06/30/2016

Ranjit Singanayagam, Commissioner

Date: June 29, 2015

PERMIT MUST BE POSTED CONSPICUOUSLY
PERMIT NOT TRANSFERABLE

FOOD005523-2015



Town of Arlington, Massachusetts

Request: Contractor/Drainlayer License

Summary:

Koster & Sons Construction Inc., 217R New Boston Street, Woburn, MA

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Koster_Construction.pdf	Engineering recommendation, Town application, Meeting notice

From: "Wayne Chouinard" <WChouinard@town.arlington.ma.us>
To: "Fran Reidy" <FReidy@town.arlington.ma.us>, "MaryAnn Sullivan" <MSullivan@town.arlington.ma.us>
Cc: "Vinny Kilcommons" <vkilcommons@town.arlington.ma.us>
Date: 06/01/2016 03:49 PM
Subject: Approved Contractor License

Attached are two applications for Drainlayer - Approved Contractor Licenses, for:

Tim Zanelli Excavating, LLC (TZE LLC)

and

Koster & Sons Construction

Each applicant has provided municipal references for review. Could you please present these applications for approval at the next available Selectmen's Meeting?

Thank you,

Wayne

Wayne A. Chouinard, PE

Town Engineer

Arlington Public Works

51 Grove Street

Office: (781) 316-3320

E-mail: wchouinard@town.arlington.ma.us

Attachments:

File: Koster & Sons Construction Inc..pdf	Size: 440k	Content Type: application/pdf
File: TZE LLC.pdf	Size: 313k	Content Type: application/pdf



TOWN OF ARLINGTON DEPARTMENT OF PUBLIC WORKS

APPLICATION FOR TOWN OF ARLINGTON DPW CONTRACTOR LICENSE

Directions: Please complete ALL fields below and deliver the completed application to the Department of Public Works Engineering Department at 51 Grove Street for Processing and Submission to the Board of Selectmen. Please also include in your submission a \$75.00 application fee in the form of a check payable to the "Town of Arlington". Any questions regarding this application form or procedure should be directed to the Town of Arlington Engineering Department at 781-316-3386.

Scope of Work

Please indicate the scope of work you intend to perform as a DPW Approved Contractor in the Town of Arlington (check all that apply):

☒ Water ☒ Sanitary Sewer ☒ Stormwater Drainage ☐ Sewer/Drain Inspection ☒ Driveway Work ☒ Curb/Sidewalk Work

Applicant Information

Applicant/Firm Name: KRSTER + SONS CONSTRUCTION INC

Select One: ☒ Corporation ☐ Partnership ☐ Proprietorship ☐ Other: _____

Street Address: 277 R NEW BOSTON ST. City/Town: Woburn State: MA

Primary Phone: 781-935-5828 E-mail: RICH@KRSTERCONSTRUCTION.COM

Length of Time in Business under the same Firm Name: 23 yrs

Full Name(s) of Principal(s): RICHARD G. KRSTER

Primary Contact Person: SAME

Experience/Previous Work

Nature of Typical/Standard Work: EXCAVATION FOR NEW DWELLINGS, ADDITIONS + UTILITIES

Have you ever performed this type of work in Arlington: ☐ Yes ☒ No

If Yes, Please provide Location: _____ Approximate Date: _____

Total Amount of such construction this year: \$ 750,000.00

Total Amount of such construction last year: \$ 1,200,000.00

Total Amount of such construction next previous year: ??

Municipal References - Please Attach Written Reference Letters

Municipality: CITY OF CAMBRIDGE (ENGINEER DEPT.)
Primary Contact Name: Bill Dwyer Email: cell: 617-224-2859

Municipality: CITY OF WOBURN (SUPT. OF D.P.W.)
Primary Contact Name: JAY DURAN Email: cell: 781-389-5191

Municipality: TOWN OF WINCHESTER (WATER + SEWER)
Primary Contact Name: PAUL GARGI Email: cell: 781-389-8015

Banking/Financial References - Please Attach Written Reference Letters if Available

Bank Reference: NORTHERN BANK + TRUST (DOW QUINN) Phone: 781-569-1500

Federal Tax ID or Social Security

Note to Town Staff: Redact Social Security # before releasing document

Your social security number or federal identification number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licenses who fail to correct their non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of Massachusetts General Law, Chapter 62C, Section 49A.

Signature/Endorsement

By signing below, I certify that under the penalties of perjury that to the best of my knowledge and belief all information on this application is true and correct. I also certify by signature below that I/we have filed all state tax returns and paid all state taxes as required by law. I also hereby agree to conform in all respects to the conditions governing such license as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen and/or Department of Public Works may establish.

Applicant Signature: [Signature]

Date: 6-1-16

Reset Form

Print Form



TOWN OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS
Engineering Division

November 17, 2014


RE: Utility Contractor reference letter

To Whom It May Concern:

Koster & Sons Construction Inc. has preformed Water and Sewer connections in the Town of Burlington. We have not had any problems the company nor it's employees.

Should you have any questions, or need additional information please feel free to call me at (781) 270-1640.

Sincerely,



Thomas Hayes, PE
Town Engineer

cc:

G:\ENGFILES\0000ADM\0031\Corr-Notices\Reference Letters\TFH-Koster2014ref-ltr.docx





City of Woburn
Massachusetts

John E. Corey Jr., P.E.
City Engineer

Engineering Department

Tel. (781) 897-5880
Fax (781) 897-5889

To: Town of Andover
From: Brett F. Gonsalves, Senior Engineer
Date: September 3, 2014, 2014
Subject: Richard Koster

Richard Koster has worked as a private contractor in the City of Woburn for several years. His work has been satisfactory and to City standards.

If you have any questions regarding this information, please do not hesitate to contact this office.

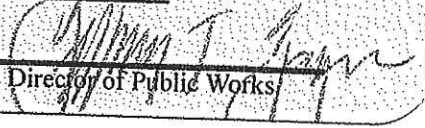


**Town of Reading
Department of Public Works
Licensed Drain Layer**

Koster & Sons Constr.

has been licensed to lay connections to the Public
Sewers in the Town of Reading for the period ending

December 31, 2016


Director of Public Works

**TOWN OF SAUGUS
DRAIN LAYERS LICENSE**

RICHARD KOSTER

Name

217 R New Boston St Woburn

Address

Signature

From: 5-12-10 To: 5-1-12 Number 014-052

This License Non-Transferable


Approved by Plumbing Inspector

THE BEGLEY COMPANIES

REAL ESTATE - ESTABLISHED 1950

September 15, 2014

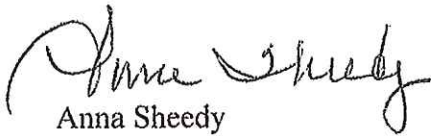
TO WHOM IT MAY CONCERN:

This letter is to inform you that we have contracted out to Richard Koster and Koster & Sons Construction Co. to perform various sewer and drain work on our commercial real estate properties located in the Woburn and Medford MA areas.

Koster and Sons Construction's work is professional and always completed in a timely manner.

If you should have any questions, please call our office.

Sincerely,



Anna Sheedy
Vice President

185 New Boston Street, Woburn, MA 01801 • 781-935-9000 • Fax: 781-938-0820

JOHN E. BEGLEY CO., INC.



Society of Industrial and Office REALTORS®

BEGLEY MANAGEMENT CORP.

OFFICE OF THE BOARD OF SELECTMEN

DIANE M. MAHON, CHAIR
DANIEL J. DUNN, VICE CHAIR
KEVIN F. GREELEY
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

June 2, 2016

Richard Koster
Koster & Sons Construction Inc.
P.O. Box 2495
Woburn, MA 01801

Dear Mr. Koster:

The Board of Selectmen will be discussing your request for a License to do Drainlaying in the Town of Arlington on Monday, June 6th in the Selectmen's Chambers, Town Hall, 2nd Floor. The meeting begins at 7:15 p.m. It is not a requirement that you attend the meeting.

If you have any questions, please do not hesitate to contact this office.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script that reads "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Request: Contractor/Drainlayer License

Summary:

Tim Zanelli Excavating LLC, 299 Main Street, North Reading, MA

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Zanelli_Excavating.pdf	Engineering recommendation, Town application, Meeting notice

From: "Wayne Chouinard" <WChouinard@town.arlington.ma.us>
To: "Fran Reidy" <FReidy@town.arlington.ma.us>, "MaryAnn Sullivan" <MSullivan@town.arlington.ma.us>
Cc: "Vinny Kilcommons" <vkilcommons@town.arlington.ma.us>
Date: 06/01/2016 03:49 PM
Subject: Approved Contractor License

Attached are two applications for Drainlayer - Approved Contractor Licenses, for:

Tim Zanelli Excavating, LLC (TZE LLC)

and

Koster & Sons Construction

Each applicant has provided municipal references for review. Could you please present these applications for approval at the next available Selectmen's Meeting?

Thank you,

Wayne

Wayne A. Chouinard, PE

Town Engineer

Arlington Public Works

51 Grove Street

Office: (781) 316-3320

E-mail: wchouinard@town.arlington.ma.us

Attachments:

File: <u>Koster & Sons Construction Inc..pdf</u>	Size: 440k	Content Type: application/pdf
File: <u>TZE LLC.pdf</u>	Size: 313k	Content Type: application/pdf



TOWN OF ARLINGTON DEPARTMENT OF PUBLIC WORKS

APPLICATION FOR TOWN OF ARLINGTON DPW CONTRACTOR LICENSE

Directions: Please complete ALL fields below and deliver the completed application to the Department of Public Works Engineering Department at 51 Grove Street for Processing and Submission to the Board of Selectmen. Please also include in your submission a \$75.00 application fee in the form of a check payable to the "Town of Arlington". Any questions regarding this application form or procedure should be directed to the Town of Arlington Engineering Department at 781-316-3386.

Scope of Work

Please indicate the scope of work you intend to perform as a DPW Approved Contractor in the Town of Arlington (check all that apply):

☒ Water ☒ Sanitary Sewer ☒ Stormwater Drainage ☒ Sewer/Drain Inspection ☐ Driveway Work ☐ Curb/Sidewalk Work

Applicant Information

Applicant/Firm Name: Tim Zanelli Excavating LLC

Select One: ☒ Corporation ☐ Partnership ☐ Proprietorship ☐ Other: _____

Street Address: 299 Main Street City/Town: North Reading State: MA

Primary Phone: 9782071233 E-mail: rdeoreto@gmail.com

Length of Time in Business under the same Firm Name: 12 yrs

Full Name(s) of Principal(s): Timothy Zanelli

Primary Contact Person: Randi DeLoreto

Experience/Previous Work

Nature of Typical/Standard Work: Water utility, hydrant maintenance/repair, sewer/drain inspection & repair, septic repair/install, etc.

Have you ever performed this type of work in Arlington: ☐ Yes ☒ No

If Yes, Please provide Location: _____ Approximate Date: _____

Total Amount of such construction this year: 225,000

Total Amount of such construction last year: 980,000

Total Amount of such construction next previous year: 1.2m

Municipal References - Please Attach Written Reference Letters

Municipality: Town of North Reading

Primary Contact Name: Michael Soraghan Email: msoraghan@northreadingma.gov

Municipality: Town of Wakefield

Primary Contact Name: Eric Sherman Email: esherman@wakefield.ma.us

Municipality: Town of Wilmington

Primary Contact Name: Joe Lobao Email: jlobao@wilmingtonma.gov

Banking/Financial References - Please Attach Written Reference Letters if Available

Bank Reference: Reading Co-Operative Bank Phone: 781-944-5500

Federal Tax ID or Social Security #: _____

Note to Town Staff: Redact Social Security # before releasing document

Your social security number or federal identification number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licenses who fail to correct their non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of Massachusetts General Law, Chapter 62C, Section 49A.

Signature/Endorsement

By signing below, I certify that under the penalties of perjury that to the best of my knowledge and belief all information on this application is true and correct. I also certify by signature below that I/we have filed all state tax returns and paid all state taxes as required by law. I also hereby agree to conform in all respects to the conditions governing such license as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen and/or Department of Public Works may establish.

Applicant Signature: T-Z

Date: 5-10-16

Reset Form

Print Form



TOWN OF WILMINGTON
DEPARTMENT OF PUBLIC WORKS
Office of the Director
121 Glen Road
Wilmington MA 01887
(978) 658-4481

To Whom It May Concern:

This letter is being written in regards to the work performed by Tim Zancilli Excavating (TZE) in the Town of Wilmington, specifically for the Water Division of the Department of Public Works.

Over the past few years, the Town has contracted with TZE in a variety of forms. Within the past year for instance, TZE was the general contractor in a horizontal directional drilling water job. All interactions with field and office personnel were positive and most importantly, the job was completed on time and under budget. In addition to the aforementioned job, the Town has hired TZE to install multiple tapping sleeves and gate valves. Similar to the HDD project, these have been completed quickly and conformed to our requirements.

To reiterate, all interactions with TZE Construction as of this date have been positive. If you have any questions please feel free to call me at 978-658-4481.

Sincerely,

Joseph Lobao
Business and Utility Manager
Wilmington Public Works
115 Andover Street
Wilmington, MA 01887
Phone: 978-658-4711

Water & Sewer
Tree

Highway & Fleet Maintenance
Engineering

Parks & Grounds
Cemetery

Department of Public Works
WILLIAM J. LEE MEMORIAL TOWN HALL
ONE LAFAYETTE STREET
WAKEFIELD, MASSACHUSETTS 01880

Tel. (781) 246-6301
Fax (781) 246-6266

RICHARD F. STINSON
Director of Public Works



Re: Contractor's License

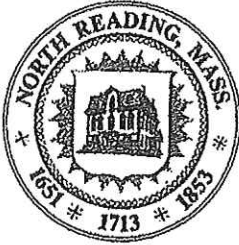
To Whom It May Concern:

Tim Zanelli Excavating of North Reading, MA is currently on the Town of Wakefield's list of licensed contractors. They are licensed to perform general construction, service connections and utility main construction within the Town since the Spring of 2011.

Since becoming licensed with the Town, Tim Zanelli Excavating has been performing a variety of utility and right-of-way construction projects, as well as publicly bid projects for the Town of Wakefield. The Town has been pleased with the company's performance of these various projects.

A handwritten signature in black ink, appearing to read "Eric A. Sherman", is written over a faint, stylized graphic element.

Eric A. Sherman, P.E.
Senior Civil Engineer



TOWN OF NORTH READING
Massachusetts

Department of Public Works

RE: Letter of Reference-Drainlayer's License Application

Dear Sirs:

Tim Zanelli Excavating, LLC, North Reading, MA, has been responsible for the construction of various infrastructure projects in the Town of North Reading over the last ten years. Work has included, but is not limited to, installation of water mains and services, culvert replacements, storm drainage systems, granite curb installation, sidewalks and high pressure drain cleaning. All work has been done to the satisfaction of the North Reading Department of Public Works.

Tim Zanelli Excavating, LLC is a competent firm. Based on his past work experience and performance in the Town of North Reading, I recommend them for all aspects of site and utility work.

Please feel free to contact me if you have any questions, or wish to discuss this matter in further detail. I may be reached at 978-357-5226.

Very truly yours,

Michael P. Soraghan, PE
Town Engineer

235 North Street, North Reading, MA 01864 ~ 978.664.6021 ~ FAX 978.664.6048
<http://northreadingma.gov/>

OFFICE OF THE BOARD OF SELECTMEN

DIANE M. MAHON, CHAIR
DANIEL J. DUNN, VICE CHAIR
KEVIN F. GREELEY
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

June 2, 2016

Timothy Zanelli
Tim Zanelli Excavating LLC
299 Main Street
North Reading, MA 01864

Dear Mr. Zanelli:

The Board of Selectmen will be discussing your request for a License to do Drainlaying in the Town of Arlington on Monday, June 6th in the Selectmen's Chambers, Town Hall, 2nd Floor. The meeting begins at 7:15 p.m. It is not a requirement that you attend the meeting.

If you have any questions, please do not hesitate to contact this office.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka
Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Appointment of New Election Workers: (1) Alan Coscia, 54 Medford Street, R, Pct. 12; (2) Marjorie Cronin, 156 Wright Street, U, Pct. 21; (3) Elaine Denning, 7 Crosby Street, U, Pct. 11; (4) George Parsons, 23 Brewster Road, U, Pct. 20

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Election_Worker_s_Master_Record.pdf	Election Worker Master Records

ELECTION WORKER'S MASTER RECORD

Date: 6/1/16

Check One: ✓ New Employee
 Change to Existing Employee

Vendor #		Position	RELIEF
Name:	ALAN COSCIA	Democrat	
Address:	54 MEDFORD ST. #311	Republican	✓
	ARLINGTON, MA	Unenrolled	
Zip Code	02474	Precinct	12
Alpha/ Last Name		Phone #	(339) 222-0476

Position Codes:

10 – Warden	60 – Deputy Clerk
20 – Deputy Warden	70 – Teller
30 – Inspector	80 – Substitute
40 – Deputy Inspector	90 – Custodian
50 – Clerk	

ELECTION WORKER'S MASTER RECORD

Date: 6/2/16

Check One: ☒ New Employee
 ☐ Change to Existing Employee

Vendor #	_____	Position	<u>Inspector</u>
Name:	<u>MARJORIE CROWIN</u>	Democrat	_____
Address:	<u>156 Wright St</u>	Republican	_____
	<u>Arlington</u>	Unenrolled	<u>✓</u>
Zip Code	<u>02474</u>	Precinct	<u>21</u>
Alpha/ Last Name	_____	Phone #	<u>781-648-8516</u>
			<u>(cell) 781-962-5366</u>

Position Codes:

10 – Warden	60 – Deputy Clerk
20 – Deputy Warden	70 – Teller
30 – Inspector	80 – Substitute
40 – Deputy Inspector	90 – Custodian
50 – Clerk	

ELECTION WORKER'S MASTER RECORD

Date: 5/04/16

Check One: ☒ New Employee
☐ Change to Existing Employee

Vendor # _____

Name: Elaine M. Danning

Address: 7 Crosby St

Wilmington, MN 02474

Zip Code: 02474

Alpha/Last Name: _____

Position: Inspector

Democrat _____

Republican _____

Unenrolled ☒

Precinct: 11

Phone # 781-643-3892

Position Codes: 10 - Warden
20 - Deputy Warden
30 - Inspector
40 - Deputy Inspector
50 - Clerk

60 - Deputy Clerk
70 - Teller
80 - Substitute
90 - Custodian

ELECTION WORKER'S MASTER RECORD

Date: 5/19/16

Check One: ☒ New Employee
☐ Change to Existing Employee

Vendor # _____

Position INSPECTOR

Name: George Parsons, Jr.

Democrat _____

Address: 23 BREWSTER ROAD

Republican _____

Unenrolled ☒

Zip Code: 02476

Precinct _____

Alpha/Last Name: _____

Phone # (617) 823-7259

Position Codes:

- 10 - Warden
- 20 - Deputy Warden
- 30 - Inspector
- 40 - Deputy Inspector
- 50 - Clerk

- 60 - Deputy Clerk
- 70 - Teller
- 80 - Substitute
- 90 - Custodian



Town of Arlington, Massachusetts

Hearing: Underage Sales and Other Alcohol License Violations

Summary:

Common Ground, 319 Broadway
Bob O'Guin, Jr., Manager
Douglas W. Heim, Town Counsel

ATTACHMENTS:

Type	File Name	Description
▣ Reference Material	Ref_Mat_6.6.16_Common_Ground_Alcohol_Violation_Hearing.pdf	D.Heim Memo & Incident Report
▣ Reference Material	Ref_Mat_6.6.16_Common_Ground_hearing_letter.pdf	Hand Delivered Meeting Notice
▣ Reference Material	Ref_Mat_6.6.16_Common_Ground_suspension_letter_1st_offense.pdf	D. Heim Decision Memo 1st Offense



**Town of Arlington
Legal Department**

Douglas W. Heim
Town Counsel

50 Pleasant Street
Arlington, MA 02476
Phone: 781.316.3150
Fax: 781.316.3159
E-mail: dheim@town.arlington.ma.us
Website: www.arlingtonma.gov

To: Board of Selectmen

Cc: Adam Chapdelaine, Town Manager
Frederick Ryan, Chief of Police
Christine Bongiorno, Director of Health and Human Services

From: Douglas Heim, Town Counsel 

Date: June 2, 2016

Re: Hearing to Examine Potential G.L. c. 138 § 34 Violation by "Common Ground"

On or about January 23, 2016 at approximately 11:30 p.m., officers of the Arlington Police Department were dispatched to respond to a call by Common Ground employees for assistance with a problematic male customer, referred to herein as "F.B." Upon further examination that evening, and in a subsequent thorough investigation, it became apparent that F.B. was been served alcohol without providing identification to the bartender, and indeed was under 21 years of age. These events set forth in further detail in the attached incident report with investigatory supplements, if true, demonstrate a violation of the state liquor licensing law and the regulations of the Alcohol Beverages Control Commission ("ABCC"). Thus, as noticed by the Office of the Board of Selectmen on May 20, 2016, the Board must examine whether or

not Blog LLC (d/b/a "Common Ground"), violated the terms of its alcohol license by serving alcoholic beverages to an intoxicated person in violation of G.L. c. 138, § 34, which prohibits the sale or delivery of alcoholic beverages to a person under 21 years of age; 204 C.M.R. 2.05(2), which prohibits any illegality on licensed premises; or any other local or state licensing regulations or requirements.

While the chief investigator of the allegation of service to a person under 21 years of age, Inspector Edward DeFranciso of APD, will be present at hearing to provide testimony and answer questions, the following facts are pertinent to your examination and derived from APD Incident Report# 16001704 and investigatory supplements:

- At approximately 11:30 p.m. on January 28, 2016, three (3) APD officers were dispatched to Common Ground to investigate a customer problem.
- Common Ground Manager Rodney Kangiser relayed to the officers that F.B. entered Common Ground with two friends, sat at the bar, ordered and was served one beer. Then F.B. allegedly broke a bathroom mirror and caused further disruptions.
- Mr. Kangiser further stated that he refused further service to F.B. and called APD.
- F.B. was escorted out of Common Ground by APD without further incident. His friends had left prior to the disruptions. However, the only form of identification F.B. could provide officers was a bank card.
- A check of F.B.'s information revealed that he was twenty (20) years old on the date in question.
- Accordingly, officers at the scene inquired as to whether F.B. and his friends were required to provide identification prior to alcohol service. Mr. Kangiser responded that he could not remember.
- Subsequent interviews and investigation conducted by Inspector DeFrancisco revealed that the bartender who served F.B. and his friends, Mr. Eugene Hoade, recalled that he did not check identification because he thought the men looked like they were in their 30's.
- Further Inspector DeFrancisco's review of video footage from Common Ground security cameras revealed the following:

- Mr. Hoade provided all three men – F.B. and both of his friends menus;
 - None of the three men showed Hoade identification prior to being served beer; and
 - F.B.'s friends left and F.B. paid the bill with a credit card before entering the restaurant's bathroom.
- APD was also able to obtain relatively recent pictures of F.B., including his under 21 driver's license, which are included in the attached reports.

If, after a hearing, the Board concludes that it credits the above allegations and that violations of the law occurred, it may decide to “modify, suspend, revoke, or cancel” the liquor license of the establishment. See G.L. c. 138, § 23. It bears noting that Common Ground has previously passed underage alcohol service compliance checks, and has no previous violations for underage service on record. However, on December 7, 2015, after proper notice and hearing this Board unanimously voted to order suspension of the Common Ground's license for three consecutive (3) days with an additional two weeks (fourteen days) license suspension shall be held in abeyance for a one-year probationary period due to a violation of c. 138 § 69 (service to an intoxicated person). *See Written Decision of Local Licensing Authority Re: BLOG, Inc., dated January 25, 2016.*¹ According to the Board's decision, “Should this LLA find [Common Ground] in violation of G.L. c. 138, any regulation promulgated by the...ABCC or its own regulations, within such a period, the license shall be immediately suspended for *fourteen days in addition to any suspension or other sanction for the new violation.*” *Id.* Therefore, in the event that the Board finds a violation with respect to the service of F.B. on January 23, 2016,

¹ The Board voted as described herein on December 7, 2015 to suspend Common Ground's license for three days and impose probationary conditions. The formal, written decision was then issued at the Board's January 25, 2016 meeting.

regardless of what penalty it imposes for such violation, Common Ground will serve a two-week suspension of their alcohol license for violation of the probationary terms set forth in .

As you know, the Board has significant discretion to mete out appropriate terms of license modification or suspension in addition to revocation. It is my understanding that Common Ground has been cooperative with APD and that their counsel will present information on the actions they have taken thus far to address the issues that led to a violation.

I look forward to providing further details of this matter and answering your questions at the hearing.



ARLINGTON POLICE
ARLINGTON, MA

INCIDENT # / REPORT #
16001704 / 2

OFFICER
DEFRANCISCO, EDWARD

RANK REVIEW STATUS
INSP APPROVED

INCIDENT #16001704 DATA

As Of 04/06/2016 14:50:30

BASIC INFORMATION

<u>CASE TITLE</u>	<u>LOCATION</u>	<u>APT/UNIT #</u>
CUSTOMER PROBLEM	319 BROADWAY	
<u>DATE/TIME REPORTED</u>	<u>DATE/TIME OCCURRED</u>	
01/23/2016 23:46:53	On or about 01/23/2016 23:46	
<u>INCIDENT TYPE/OFFENSE</u>		
LIQUOR TO PERSON UNDER 21, SELL/DELIVER c138 S34		

PERSONS

<u>ROLE</u>	<u>NAME</u>	<u>SEX</u>	<u>RACE</u>	<u>AGE</u>	<u>DOB</u>	<u>PHONE</u>
INVOLVED PARTY	KANGISER, RODNEY	MALE	WHITE	41	██████/1974	(HOME) ██████ (CELL) ██████ ADDRESS: ████████████████████ EMAIL: ████████████████████
INVOLVED PARTY	B ██████, F ██████	MALE	BLACK	20	██████/1995	(HOME) ██████ (CELL) ██████ ADDRESS: ████████████████████ EMAIL: ████████████████████
INVOLVED PARTY	GROUND, COMMON					(HOME) 781-728-0060 (CELL) ██████ ADDRESS: 319 BROADWAY ARLINGTON, MA EMAIL: ████████████████████
INVOLVED PARTY	HOADE, EUGENE	MALE	WHITE	42	██████/1973	(HOME) ██████ (CELL) ██████ ADDRESS: 2 ████████████████████ EMAIL: ████████████████████

[NO OFFENDERS]

[NO VEHICLES]

[NO PROPERTY]

OFFICER REPORT: 16001704 - 2 / DEFRANCISCO, EDWARD (INSP)

<u>DATE/TIME OF REPORT</u>	<u>TYPE OF REPORT</u>	<u>REVIEW STATUS</u>
01/23/2016 23:46:53	SUPPLEMENT	APPROVED

NARRATIVE

On Thursday, January 28, 2016 I was able to meet and speak with the

Manager of the Common Ground, Rodney Kangiser.

Kangiser stated that he would be able to provide the video for this incident. I asked Kangiser if he was aware if the bartender, who has been identified as Eugene Hoade, asked for identification from either of the three men that evening. Kangiser responded that he asked Hoade that same question and Hoade stated that he did not because they looked like they were in their 30's.

On Friday, January 29, 2016 Kangiser contacted me and stated that the video was completed and it was ready to be picked up.

The video was picked up and brought to the station to be reviewed. Video shows the three men enter Common Ground. They proceed to sit down on barstools at the bar. The bartender then goes over, greets them, and provides them with menus. It does not show any of them producing identification prior to being served with alcohol. Two out of the three men leave the bar and the third who had the incident in the bathroom, later identified as F [REDACTED] B [REDACTED] remains B [REDACTED] was identified as he paid his bill with his credit card.

A check on the name F [REDACTED] B [REDACTED] revealed a possible match with a person from Medford with a DOB of [REDACTED] 1995. This would make him 20 years old and underage to legally drink alcohol.

On Thursday, February 4, 2016 at approximately 12:00 PM I was able to meet and speak with the bartender at the Common Ground, Eugene Hoade. Hoade stated that he was working the night of this incident and remembers the three individuals that came into the restaurant. Hoade stated that the bar was busy and that he could not remember checking an ID of any of the three males before serving them alcohol. Hoade stated that he remembers the individuals and did not check an ID because they looked like they were in their 30's. Hoade stated that he does check identifications on a regular basis.

It should be known that the one male that was identified through a credit card was identified as Fa [REDACTED] Ba [REDACTED] (DOB [REDACTED] 1995), License #S [REDACTED] and that he is 20 years old. I left several messages for Bazile to contact me to follow up this investigation, and to date I have been unsuccessful in speaking with him.

At this time there is a violation of M.G.L. C.138,s.34, the sale of alcoholic beverages by a licensed vendor to a minor.

[page break]

ARLINGTON POLICE



ARLINGTON, MA

INCIDENT DATA

<u>INCIDENT #</u>	<u>DATE/TIME REPORTED</u>	<u>CLASSIFICATION TYPE</u>
16001704	01/23/2016 23:46	GENERAL INCIDENT

BASIC INFORMATION

As Of 04/06/2016 14:50:30

IDENTIFYING INFORMATION

<u>AGENCY</u>	<u>INCIDENT #</u>	<u>CLASSIFICATION TYPE</u>
ARL-PD	16001704	GENERAL INCIDENT

<u>CASE TITLE/VICTIM</u>	<u>INCIDENT TYPE/OFFENSE</u>
CUSTOMER PROBLEM	LIQUOR TO PERSON UNDER 21, SELL/DELIVER c138 S34

<u>DATE/TIME INCIDENT REPORTED</u>	<u>OCCURRED BETWEEN</u>
01/23/2016 23:46:53	01/23/2016 23:46:00 and 01/23/2016 23:46:00

LOCATION INFORMATION

<u>ADDRESS</u>	<u>CITY</u>	<u>STATE</u>	<u>ZIP</u>	<u>REPORTING AREA</u>
319 BROADWAY	ARLINGTON	MA		

<u>BUSINESS NAME</u>	<u>BUSINESS PHONE</u>

<u>MAP LAYER</u>	<u>MAP AREA</u>
REPORTING AREA	415
SECTOR	1
SGT	EAST
WALKING ROUTE	3

UNITS

<u>UNIT ID</u>	<u>DISPATCHED</u>	<u>ON-LOCATION</u>	<u>CLEARED</u>	<u>OFFICER(S)</u>
354	01/23/2016 23:50:24	01/23/2016 23:50:51	01/23/2016 23:59:35	RILEY (3899)
351	01/23/2016 23:50:24	01/23/2016 23:50:45	01/23/2016 23:59:38	MARTIN (3767)
368	01/23/2016 23:51:04	01/23/2016 23:51:10	01/23/2016 23:59:36	VOLKOV,V (5775)

CRIMES

CRIME #: 1

<u>CHARGE CODE</u>	<u>DESCRIPTION</u>	<u>SEVERITY</u>
138/34	LIQUOR TO PERSON UNDER 21, SELL/DELIVER c138 S34	

<u>NBR CODE</u>	<u>DESCRIPTION</u>
90G	LIQUOR LAW VIOLATIONS

NON-CRIME #: 1

CODE
9170

DESCRIPTION
CUS PROB

OFFENSES

OFFENSE #1

<u>NBR OFFENSE CODE</u>	<u>DESCRIPTION</u>	<u>NIBRS GROUP</u>	<u>NIBRS OFFENSE TYPE</u>
90G	LIQUOR LAW VIOLATIONS	B	GROUP B OFFENSE

PERSONS / ORGANIZATIONS

PERSON / ORGANIZATION #1: INVOLVED PARTY

<u>MNI #</u>	<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>MIDDLE NAME</u>	<u>SUFFIX</u>	<u>SSN</u>
1600000257	KANGISER	RODNEY			

PERSON / ORGANIZATION TYPE
INDIVIDUAL

HOME ADDRESS

<u>ADDRESS</u>	<u>STREET NAME</u>	<u>APT. #</u>
		1

<u>CITY</u>	<u>STATE</u>	<u>ZIP CODE</u>

<u>HOME PHONE</u>	<u>WORK PHONE</u>	<u>CELL PHONE</u>
	781-728-0060	

<u>LICENSE STATE</u>	<u>LICENSE NUMBER</u>	<u>EMAIL</u>

WORK ADDRESS

<u>EMPLOYER</u>	<u>ADDRESS</u>	<u>STREET NAME</u>

<u>CITY</u>	<u>STATE</u>	<u>ZIP CODE</u>	<u>BUSINESS PHONE</u>

PERSON DETAILS

<u>DOB</u>	<u>AGE: YEARS</u>	<u>MONTHS</u>	<u>IS JUVENILE?</u>	<u>SEX</u>
	41	11		M

<u>RACE</u>	<u>ETHNICITY</u>	<u>RESIDENCY</u>
WHITE	NOT OF HISPANIC ORIGIN	

<u>HEIGHT</u>	<u>WEIGHT</u>	<u>BUILD</u>	<u>EYE COLOR</u>	<u>HAIR COLOR</u>	<u>COMPLEXION</u>

PERSON / ORGANIZATION #2: INVOLVED PARTY

<u>MNI #</u>	<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>MIDDLE NAME</u>	<u>SUFFIX</u>	<u>SSN</u>
	B	F			

PERSON / ORGANIZATION TYPE
INDIVIDUAL

HOME ADDRESS

ADDRESS STREET NAME APT. #
[REDACTED]
CITY STATE ZIP CODE
[REDACTED]
HOME PHONE WORK PHONE CELL PHONE
[REDACTED]
LICENSE STATE LICENSE NUMBER EMAIL

PERSON DETAILS

DOB AGE: YEARS MONTHS IS JUVENILE? SEX
[REDACTED] 1995 20 8 M
RACE ETHNICITY RESIDENCY
BLACK UNKNOWN
HEIGHT WEIGHT BUILD EYE COLOR HAIR COLOR COMPLEXION

PERSON / ORGANIZATION #3: INVOLVED PARTY

MINI # NAME PHONE ORGANIZATION TYPE
16000000259 GROUND 781-728-0060 BUSINESS
ADDRESS
ADDRESS STREET NAME
319 BROADWAY
CITY STATE ZIP CODE
ARLINGTON MA 02476

PERSON / ORGANIZATION #4: INVOLVED PARTY

MINI # NAME PHONE ORGANIZATION TYPE
16000000416 HOADE [REDACTED] OTHER
ADDRESS
ADDRESS STREET NAME
[REDACTED]
CITY STATE ZIP CODE
[REDACTED]

ATTACHMENTS

ATTACHMENT #: 1

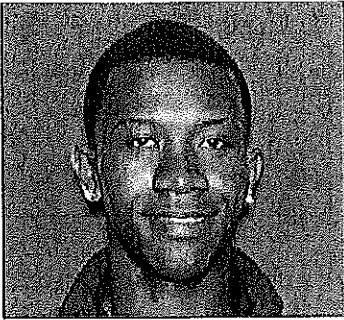
TYPE DATE/TIME ENTERED ENTERED BY CAPTURED BY

PHOTO

04/06/2016 14:34:00

SHEEHAN M

SHEEHAN M



Included are two pictures for F: [REDACTED] B: [REDACTED]. The one with the blue background was taken on March 27, 2015 for a Mass Drivers License. The other picture with a grey background is from [REDACTED] and was taken during [REDACTED] on December 25, 2015.

ATTACHMENT #: 2

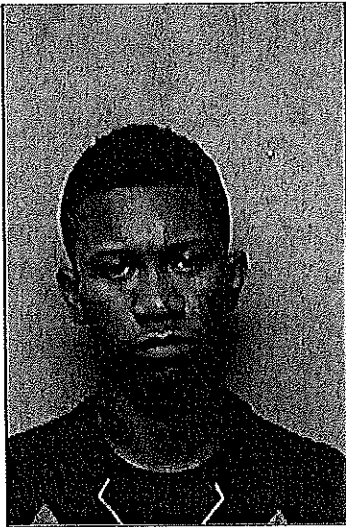
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PHOTO

04/06/2016 14:48:00

SHEEHAN M

SHEEHAN M



INCIDENT QUESTIONS

QUESTION SET: INCIDENT FACTS

<u>QUESTION</u>	<u>ANSWER</u>
CHECK FOR DOMESTIC	NO
IS THIS A HATE CRIME?	NO
WHO IS THE SHIFT COMMANDER?	PEDRINI RICHARD
FORCE WAS USED TO EFFECT THE ARREST?	NO
OFFICER ENGAGED IN A VEHICLE PURSUIT?	NO
FORCE WAS USED TO CONTROL THE SITUATION?	NO
OFFICER ENGAGED IN A VEHICLE PURSUIT?	NO
CHECK IF DIVERSION IS RECOMMENDED	NO
REFERRAL TO CSU?	NO
DID THE CALL INVOLVE DOMESTIC ISSUES?	NO
REFERRAL TO MENTAL HEALTH CLINICIAN?	NO
EVIDENCE OR PROPERTY	NO

SUBMISSIONS

SWISS SUBMISSION

<u>TYPE</u>	<u>DT STATUS</u>	<u>STATUS</u>
SWISS	04/06/2016 14:51:07	TO BE SENT
<u>SUBMITTED BY: AGENCY</u>	<u>PERSONNEL</u>	<u>ACTION (IF APPLICABLE)</u>
ARL-PD	(5044) SHEEHAN M	SUBMIT

SWISS SUBMISSION

<u>TYPE</u>	<u>DT STATUS</u>	<u>STATUS</u>
SWISS	03/14/2016 11:41:28	TO BE SENT
<u>SUBMITTED BY: AGENCY</u>	<u>PERSONNEL</u>	<u>ACTION (IF APPLICABLE)</u>
ARL-PD	(5044) SHEEHAN M	SUBMIT

SWISS SUBMISSION

<u>TYPE</u>	<u>DT STATUS</u>	<u>STATUS</u>
SWISS	02/10/2016 09:20:39	TO BE SENT
<u>SUBMITTED BY: AGENCY</u>	<u>PERSONNEL</u>	<u>ACTION (IF APPLICABLE)</u>
ARL-PD	(5044) SHEEHAN M	SUBMIT

SWISS SUBMISSION

<u>TYPE</u>	<u>DT STATUS</u>	<u>STATUS</u>
SWISS	01/24/2016 03:04:10	TO BE SENT
<u>SUBMITTED BY: AGENCY</u>	<u>PERSONNEL</u>	<u>ACTION (IF APPLICABLE)</u>
ARL-PD	(2702) PEDRINI RICHARD	SUBMIT

SWISS SUBMISSION

<u>TYPE</u>	<u>DT STATUS</u>	<u>STATUS</u>
SWISS	01/24/2016 02:59:02	TO BE SENT
<u>SUBMITTED BY: AGENCY</u>	<u>PERSONNEL</u>	<u>ACTION (IF APPLICABLE)</u>
ARL-PD	(2702) PEDRINI RICHARD	SUBMIT

NIBRS SUBMISSION

<u>TYPE</u>	<u>DT STATUS</u>	<u>STATUS</u>
NIBRS		
<u>SUBMITTED BY: AGENCY</u>	<u>PERSONNEL</u>	<u>ACTION (IF APPLICABLE)</u>
	()	SUBMIT



ARLINGTON POLICE
ARLINGTON, MA

OFFICER REPORT

<u>INCIDENT #</u>	<u>REPORT DATE</u>	<u>REPORT TYPE</u>	<u>OFFICER</u>	<u>RANK</u>	<u>REVIEW STATUS</u>
16001704 / 2	01/23/2016 23:46:53	SUPPLEMENT	DEFRANCISCO, EDWARD	INSP	APPROVED

OFFICER REPORT

As Of 02/01/2016 14:22:30

NARRATIVE

On Thursday, January 28, 2016 I was able to meet and speak with the Manager of the Common Ground, Rodney Kangiser.

Kangiser stated that he would be able to provide the video for this incident. I asked Kangiser if he was aware if the bartender, who has been identified as Eugene Hoade, asked for identification from either of the three men that evening. Kangiser responded that he asked Hoade that same question and Hoade stated that he did not because they looked like they were in their 30's.

On Friday, January 29, 2016 Kangiser contacted me and stated that the video was completed and it was ready to be picked up.

The video was picked up and brought to the station to be reviewed. Video shows the three men enter Common Ground. They proceed to sit down on barstools at the bar. The bartender then goes over, greets them, and provides them with menus. It does not show any of them producing identification prior to being served with alcohol. Two out of the three men leave the bar and the third who had the incident in the bathroom, later identified as F [REDACTED] B [REDACTED] remains. B [REDACTED] was identified as he paid his bill with his credit card.

A check on the name F [REDACTED] B [REDACTED] revealed a possible match with a person from [REDACTED] with a DOB of [REDACTED] 1995. This would make him 20 years old and underage to legally drink alcohol.

On Thursday, February 4, 2016 at approximately 12:00 PM I was able to meet and speak with the bartender at the Common Ground, Eugene Hoade. Hoade stated that he was working the night of this incident and remembers the three individuals that came into the restaurant. Hoade stated that the bar was busy and that he could not remember checking an ID of any of the three males before serving them alcohol. Hoade stated that he remembers the individuals and did not check an ID because they looked like they were in their 30's. Hoade stated that he does check identifications on a regular basis.

It should be known that the one male that was identified through a credit card was identified as F [REDACTED] B [REDACTED] (DOB [REDACTED] 1995), License #S [REDACTED] and that he is 20 years old. I left several messages for B [REDACTED] to contact me to follow up this investigation, and to date I have been unsuccessful in speaking with him.

At this time there is a violation of M.G.L. C.138,s.34, the sale of alcoholic beverages by a licensed vendor to a minor.

REPORT QUESTIONS

QUESTION SET: APPROVAL

QUESTION

WHO IS YOUR SUPERVISOR

ANSWER

SHEEHAN M

AUTHORIZATION

REPORT TYPE

SUPPLEMENT

DATE/TIME REPORTED

01/23/2016 23:46:53

REPORT STATUS

APPROVED

REPORTING OFFICER

DEFRANCISCO, EDWARD(3625)

DATE/TIME ENTERED

02/01/2016 14:22:30

REVIEWED BY

()

DATE/TIME REVIEWED

APPROVED BY

DATE/TIME APPROVED

SHEEHAN M(5044)

04/06/2016 14:51:07

OFFICE OF THE BOARD OF SELECTMEN

DIANE M. MAHON, CHAIR
DANIEL J. DUNN, VICE CHAIR
KEVIN F. GREELEY
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE

TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

May 20, 2016

By Hand Delivery

Bob O'Guin, Jr., Manager
Blog, LLC d/b/a Common Ground
319 Broadway
Arlington, MA 02474

Licensee:	Blog, LLC d/b/a Common Ground
Licensed Premises:	319 Broadway
License No.:	003000064
License Type:	Restaurant Liquor License (Sale of Alcoholic Beverages to be Consumed on the Premises)
Expiration Date:	December 31, 2016

Dear Mr. O'Guin Jr:

In accordance with G.L. c. 138, §§ 23, 64, the Board of Selectmen, as the liquor licensing authority for the Town of Arlington, hereby notifies you of its intention to hold a hearing to consider a report of underage sales and other alcohol license violations on the above-referenced premises. If, following the hearing, the Board concludes that the

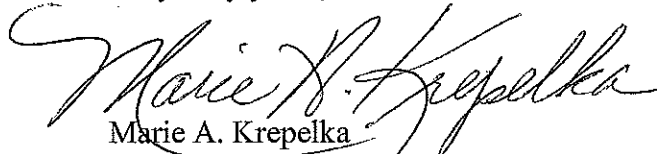
alleged violations occurred, it may impose sanctions, including but not limited to modification, suspension, revocation, or cancellation of the above-referenced license. The hearing has been scheduled for **June 6, 2016, at 7:15 pm in the Selectmen's Chambers.**

The alleged violations occurred on or about January 23, 2016, when upon information and belief, Arlington Police Department responded to a call for assistance from Common Ground regarding difficult patron and subsequently discovered that the patron at issue was served alcohol at the establishment without a valid driver's license and was less than 21 years of age. A police report describing the incident and subsequent investigation is enclosed for your information. The facts detailed in this police report, if substantiated, would establish a violation of G.L. c. 138, § 34, which prohibits delivery of alcoholic beverages to individuals under the age of 21, as well as 204 C.M.R. 2.05(2), which prohibits any illegality on licensed premises.

As an additional matter, please note that Common Ground is presently serving a probationary period in which a new finding of an alcohol violation would automatically invoke a fourteen (14) day license suspension in addition to any further penalty related to the allegations described herein.

If you choose, you may be represented by legal counsel at the June 6, 2016 hearing. You may also submit testimony and exhibits for the Board's consideration. If you have any administrative questions, you may contact Board staff at the number listed above.

Very truly yours,


Marie A. Krepelka
Board Administrator

enc.

cc: Frederick Ryan, Chief of Police Services
Douglas Heim, Town Counsel

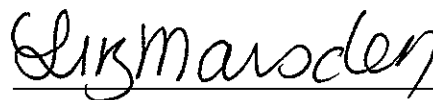
May 20, 2016

Delivered by hand this 20 day of May 2016, by:



Arlington Police Department

Received this 20 day of May 2016, by:



Common Ground Owner or Manager

Liz Marsden

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
DANIEL J. DUNN
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE

781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

DECISION of the LOCAL LICENSING AUTHORITY

Licensee: BLOG Inc. d/b/a "Common Ground"

Licensed Premises: 319 Broadway
(Common Ground)

License No.: 003000064

License Type: Restaurant Liquor License (Sale of All Alcoholic
Beverages to be Consumed on the Premises)

Expiration Date: December 31, 2016

On December 7, 2015, after proper notice and hearing and granted request for a postponement, the Town of Arlington Board of Selectmen, in its capacity as local liquor licensing authority ("LLA"), unanimously voted to order suspension of the above-referenced license for three consecutive (3) days beginning on the same day of the week

that the violation was committed (a Wednesday) in February of 2016, the specific date to be designated by the Licensee and reported to the Board staff, but to be completed by no later than February 29, 2016. Further, an additional two weeks (fourteen days) license suspension shall be held in abeyance for a one-year probationary period to end on January 25, 2017. Should this LLA find the license holder in violation of G.L. c. 138, any regulation promulgated by the Alcoholic Beverages Control Commission (“ABCC”) or its own regulations, within such a period, the license shall be immediately suspended for fourteen days in addition to any suspension or other sanction for the new violation. The license holder shall also be prohibited from receiving so-called extended hours on its license for the same probationary period. Finally, this decision also codifies the license holder’s agreement to stipulate that it shall 1) terminate its previous practice of permitting “shift drinks” – a free drink for restaurant employees after their shift ends, 2) ensure that all employees read and sign Common Ground’s alcohol service policy.

In accordance with G.L. c. 138, § 23, the LLA hereby provides this statement of reasons for its action.

Procedural History. Following a lengthy investigation by the Arlington Police Department (“Department”), including joint interviews and inquiries conducted with ABCC staff, toxicology information provided by the Middlesex District Attorney’s Office, and further evidence collected, the Department determined that on or about January 1, 2015, Arlington resident James McLaughlin was driving his car while at or near twice the legal limit for blood alcohol content (“BAC”) when he fatally crashed into a tree on Pleasant Street at approximately 1:28 a.m. Mr. McLaughlin had been drinking alcohol at Common Ground immediately prior to his accident. As a duly appointed agent

for the LLA, the Department in conjunction with the Arlington Legal Department recommended a hearing to determine if any violations of state or local alcohol laws occurred.

In accordance with G.L. c. 138, § 23(4), the Board convened a hearing on December 7, 2015, at approximately 7:15 p.m. to consider whether or not any violation of c. 138, ABCC regulations or LLA regulations occurred at Common Ground. The licensee was notified of the hearing by certified letter dated November 16, 2015, and acknowledged receipt of same, and was granted a brief postponement of the initially scheduled November 23, 2015 hearing date.

Questions Presented.

- (1) Did a violation of the state liquor law occur on the above-referenced sale or delivery of alcoholic beverages to intoxicated persons, as well as 204 C.M.R. 2.05(2), which prohibits any illegality on licensed premises.?
- (2) If so, what action, if any, will the LLA take concerning the above-referenced license as a result?

Evidence.

The following witnesses appeared and testified:

(1) Douglas Heim, Town Counsel on behalf of the Town of Arlington Legal Department and Arlington Police Department, summarizing undisputed facts between the parties based upon Arlington Police Department Incident Report No. 15000006/1, Joint Interview Notes conducted with the ABCC, Surveillance Camera Footage provided by the License Holder, and a Toxicology Report.¹

(2) Robert D. O'Guin , Co-Owner of Common Ground with John D. Leone, Esq., his counsel.

¹ Counsel for the License Holder, Mr. John Leone, Esq. was provided copy or an opportunity to review each of the listed evidentiary sources in advance of the hearing by the Legal Department.

Findings of Fact. On the basis of the evidence presented at the December 7, 2015

Hearing described above, the LLA made the following findings of fact:

1. At approximately 1:28 a.m. on January 1, 2015, Mr. McLaughlin crashed his vehicle into a tree in the vicinity of 135 Pleasant Street. *Heim Testimony from Incident Report.*
2. Mr. McLaughlin was accompanied by two adult passengers – his daughter, and a person believed to be his daughter’s friend and co-worker, both of whom are employees of Common Ground. *Heim Testimony from Incident Report.*
3. Mr. McLaughlin, who was not wearing a seatbelt at the time of the accident, ultimately succumbed to injuries he sustained while the passengers suffered non-life threatening injuries. *Heim Testimony from Incident Report.*
4. Subsequent blood tests revealed that Mr. McLaughlin’s Blood Alcohol Content at the time of the accident was approximately 0.18%. *Heim Testimony from Incident Report and Toxicology Report.*
5. There were no remarkable conditions on Pleasant Street at the time of the accident noted by responding APD personnel. *Heim Testimony from Incident Report.*
6. One passenger provided false information asserting that Mr. McLaughlin came to pick the passengers up at Common Ground before the accident, while the other would not say where Mr. McLaughlin had been prior to the accident. *Heim Testimony from Incident Report.*

7. Mr. McLaughlin had in fact been at Common Ground with the passengers immediately prior to the accident, leaving at approximately 1:22 a.m. *Heim Testimony from Incident Report, Video Surveillance Records, Investigative Notes.*
8. Mr. McLaughlin had been served food and alcohol at Common Ground throughout the day beginning sometime between 2:00 and 3:00 p.m., leaving and returning several times for a total of at least four (4) visits to the restaurant. Various bartenders and staff recalled he ordered one to two drinks during each visit totaling approximately five (5) drinks throughout the day and evening. *Heim Testimony from Video Surveillance Records and Investigative Notes.*
9. During his final visit he returned sometime between 11:00 and 11:30 p.m. on December 31, 2014, and is believed to have been served a Guinness lager and a “small glass of champagne” between such time and last call. *Heim Testimony from Video Surveillance Records and Investigative Notes.*
10. Further during at least three (3) of his visits to Common Ground, Mr. McLaughlin was drinking and socializing with Common Ground employees who had completed their shifts, including one of the passengers in his car at the time of the accident. *Heim Testimony from Video Surveillance Records, Investigative Notes.*
11. The License Holder, Mr. O’Guin and his counsel, Mr. Leone, confirmed that it was the restaurant’s practice at the time of the incident to allow staff members over 21 years of age who complete their shifts to have a free

alcoholic drink, as well as a half-priced drink and meal (a practice referred to as a “shift drink.”) *O’Guin Testimony, Leone Testimony.*

12. None of the serving bartenders or other witnesses recall Mr. McLaughlin appearing intoxicated. *Heim Testimony from Investigative Notes.*
13. Mr. O’Guin, and his counsel noted in the course of the investigation and at hearing that that McLaughlin was a regular patron at Common Ground, friendly and familiar to many staff, but insist that alcohol can only be served from the bar, consistent with their internal alcohol policies and regulations. *O’Guin Testimony, Leone Testimony.*
14. The License Holder further strongly denies that any bartender had any indication that Mr. McLaughlin was drunk at any time in the bar, let alone when he was last served. *O’Guin Testimony, Leone Testimony.*

Conclusion. On the basis of the findings of fact recited above, the LLA made the following conclusions on the Questions Presented:

- (1) Did a violation of the state liquor law occur on the above-referenced licensed premises on or about December 31, 2014, by the sale or delivery of alcoholic beverage(s) to an intoxicated person?

Yes.

- (2) If so, what action, if any, will the LLA take concerning the above-referenced license as a result?

3-day license suspension for consecutive days to commence on a Wednesday as selected by the Licensee on or after Wednesday January 27, 2016, but to be completed before February 29, 2016, as well as a 14-day license suspension held in abeyance for a probationary period of one year ending on January 25, 2017, disqualification from extended service hours for such same period, and requirement that all staff be required to read and sign for Common Ground’s updated alcohol training policy, which shall

prohibit the aforementioned practice of “shift drinks” for employees and be completed on or before February 29, 2016.

Discussion. Section 69 Chapter 138 of the General Laws prohibits sale or delivery of alcoholic beverages to an intoxicated person. G.L. c. 138, § 69. On January 1, 2016, Mr. McLaughlin’s blood alcohol content was approximately 0.18%, at the time of (twice the limit in the Commonwealth) his accident with a tree on Pleasant Street at 1:28 a.m. He had left the licensed establishment approximately six minutes earlier, where he had been served alcohol (and food) throughout the day and evening of December 31, 2014 leading unto the early morning of January 1, 2015, including two alcoholic drinks during his last visit to the restaurant beginning at approximately 11:30 p.m. on the 31st. This Board recognizes that there remain many unknowns in this circumstance, but finds such sale was in violation of Chapter 138, as well as the regulations of the Alcoholic Beverages Control Commission at 204 C.M.R. 2.05(2).

The LLA has adopted a policy governing the sale of alcoholic beverages by restaurants. See Alcohol Licenses and Regulations, at Policies, Rules, and Regulations of Alcohol Licenses for Restaurants (revised January 12, 2015) (“Policy”). The Policy does not provide a specific guideline for this type of alcohol violation, but does provide generally that any suspension is to be served on the same day as the violation occurred. Generally speaking, the suspension terms of license holders found in violation of §69 vary depending on the facts and circumstances presented, not only in the underlying matter itself, but the history, response, and cooperation of the license holders in the investigation as well. Indeed, a survey of neighboring communities finds that some violations of §69 have resulted in warnings, and others license revocations.

Here, the evidence that the patron in question was intoxicated is irrefutable and not contested. It is also uncontested that the patron was served alcohol at multiple, distinct intervals throughout the day at the premises. What is contested turns on evidence with varying degrees of subjectivity and significance, which inform the point at which the LLA believes a reasonable person knew or should have known the patron was intoxicated. The LLA finds that while the total number of drinks (approximately five) was low given the period of time question, the balance of evidence yields sufficient basis to find the violation occurred. The LLA understands the License Holder's strong disagreement with this conclusion, but also acknowledges that the license holder was very cooperative throughout the investigation and pre-hearing process even given significant disagreement at hearing. Further, despite such disagreement, the License Holder has agreed not to appeal this determination and stipulated to certain conditions that recognize mutual concern even in the presence of ultimately differing conclusions.

Therefore, LLA chooses to issue a three (3) consecutive day suspension, with an additional (14) fourteen days suspension held in abeyance for a one-year probationary period to end on January 25, 2017, as well as a one-year probation disqualifying the – license holder from any application for extended hours on its license. The LLA notes that the License Holder also stipulates that it shall terminate its “shift drink” practice as described herein ensure that all employees read and sign for Common Ground's updated alcohol service policy on or before February 29, 2016.

The LLA will also allow the Licensee to determine when the suspension shall begin so long as it is served on three consecutive days beginning on the day of the week

when the violation was committed (a Wednesday in this instance) and is completed before February 29, 2016.


Order. For the reasons stated herein, the above-referenced license is SUSPENDED for three (3) days beginning on or after January 25, 2016, said days to be consecutive and beginning on a Wednesday, but otherwise selected by the Licensee to be completed before February 29, 2016, and reported to the Office of the Board of Selectmen in advance. An additional fourteen (14) days suspension shall be held in abeyance for a one-year probationary period in which the Licensee shall also be prohibited from being granted extended hours of service for any reason. It is further stipulated and ordered that the Licensee shall terminate its “shift drink” practice as described herein, and that all employees shall read and sign for Common Ground’s alcohol service policy on or before February 29, 2016.

This order does not affect the Licensee’s Common Victualler permit, so the Licensee may remain open for serving food and non-alcoholic beverages on those days, as long as no alcoholic beverages are exposed for sale.

Dated: January 25, 2016

By:

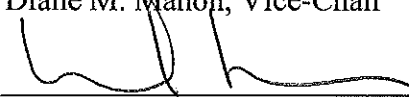
TOWN OF ARLINGTON
BOARD OF SELECTMEN



Kevin F. Greeley, Chair



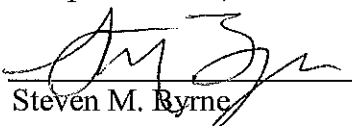
Diane M. Mahon, Vice-Chair



Daniel J. Dunn



Joseph A. Cufro, Jr.



Steven M. Byrne



Town of Arlington, Massachusetts

Arlington Cultural Council

Summary:

Gabrielle Marroig
(term to expire 5/31/2019)

ATTACHMENTS:

Type	File Name	Description
📎 Reference Material	Marroig_appt.pdf	Recommendation from Arlington Cultural Council, Marroig letter of interest and resume, Meeting notice

Original Message-----

From: Karin Blum <kesblum@gmail.com>
To: Marie Krepelka <mkrepelka@town.arlington.ma.us>
Cc: "Lubar, Suzi" <suzi@lubar.net>
Date: Fri, 20 May 2016 09:24:46 -0400
Subject: New ACC member for Appointment

MEMO

Date: May 20, 2016
To: Selectmen's Office / Town of Arlington
From: Arlington Cultural Council
Re: Appointment of new member to the Arlington Cultural Council

At its monthly business meeting on May 9, 2016, the Arlington Cultural Council voted to recommend the appointment of a new council member whose first term begins immediately and expires in May/June 2019.

Gabrielle Marroig
69 Columbia Road
Arlington, MA 02474
617-970-5985
gabnjame@verizon.net

From: **Gabrielle Marroig** <gabnjame@verizon.net>
Date: Sun, Mar 20, 2016 at 8:01 PM
Subject: Interest in ACC
To: suzi@lubar.net
Cc: Karin Blum <kesblum@gmail.com>

Hi Suzi and Karin -

I attended the last ACC meeting on 3/14 and was very impressed with the commitment and dedication of the ACC council members.

I have lived in Arlington since 2006. I have always had a keen interest in the arts. Growing up overseas exposed me to many different forms of art and is where my love of the arts began. My mother is a classical pianist, having studied at Julliard, and their international circle of friends inspired my early understanding of art bringing people together through the use of common imagery. I studied film in college, and since I have volunteered, attended and donated to many artistic charities including Boston Children's Theater.

I feel qualified to participate in this council not only for my love of all things artistic, but my ability to manage, work as part of a team, and drive projects to closure.

Finally, we have been embraced by the Arlington community and I would like to give back to this community that gives so much.

Thank you for your consideration.

Gaby Marroig

gabrielle marroig

69 Columbia Road • Arlington, MA 02474 • [617-970-5985](tel:617-970-5985) • gabnjame@verizon.net

BENEFITFOCUS

Boston, MA

A leading provider in cloud based technology solutions for benefits management and enrollment across several industries

Account General Manager

August 2015 to present

- ✓ Responsible and accountable for growth and management of most strategic client partnerships in the rapidly changing and complex technology and healthcare environment.
- ✓ Apply strategy, business acumen and operational leadership ensuring seamless delivery from sales through ongoing service.
- ✓ Leads and navigates organizational complexity via influence both internally and with clients.
- ✓ Responsible for client retention, satisfaction, growth and profitability.
- ✓ Translates strategic objectives into specific operational programs with associated success measures
- ✓ Accountable for two largest multi-million client relationships – nation's largest managed health care company and world's largest HR consulting firm

XEROX

Boston, MA

A leader in BPO and IT outsourcing across a variety of industries and the public sector

Vice President - General Manager

2010 to August 2015

- ✓ As general manager, manage a team that implements and maintains health and welfare and defined benefit administration SaaS systems.
- ✓ Apply vision and leadership in establishing long and short range planning for overall business growth.
- ✓ Develop operational metrics and offerings that align with corporate strategy and revenue / growth targets.
- ✓ Oversee \$18M annual revenue and expense budget.
- ✓ Provide strategic direction for over 60 clients; ensure optimal client support and satisfaction levels by providing leadership and mentoring to 14 Client Relationship Account Managers and 60 account teams.
- ✓ Generate revenue by developing market potential and executing rollout to all parts of business.
- ✓ Manage all new business opportunities, structure capacity planning.
- ✓ Evaluate and review individual employee performance and assist with career development.
- ✓ Lead negotiations (including pricing and business liability) to close contracts with clients.
- ✓ Participate in preparation of annual budget, including regular variance statements.
- ✓ Drive policy and employee development training.
- ✓ Consult executive team and clients on new trends.

EDUCATION

Communications / Broadcasting and Film Boston University – Boston, MA

//St. John's International School Brussels, Belgium

LANGUAGES

Fluent in Spanish, French and Italian; working knowledge of German

AFFILIATIONS

Board of Directors CTDS (Community Therapeutic Day School) 2009 - 2013

OFFICE OF THE BOARD OF SELECTMEN

DIANE M. MAHON, CHAIR
DANIEL J. DUNN, VICE CHAIR
KEVIN F. GREELEY
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

May 25, 2016

Gabrielle Marroig
69 Columbia Road
Arlington, MA 02474

Re: Appointment: Arlington Cultural Council

Dear Ms. Marroig:

As a matter of the standard appointment procedure, the Board of Selectmen requests that you attend a meeting of the Board of Selectmen at Town Hall, Selectmen's Chambers, 2nd Floor, 730 Massachusetts Avenue, on Monday, June 6th at 7:15 p.m.

It is a requirement of the Board of Selectmen that you be present at this meeting. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

Please contact this office to confirm the date and time with either Mary Ann or Fran at the above number.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script, reading "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr



Town of Arlington, Massachusetts

Request: Food Vendor License

Summary:

La Famiglia Pizzeria, 1215 Massachusetts Avenue
Osmarly Bento Lombardi

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Ref_Mat_6.6.16_LaFamiglia_.pdf	application/inspection report packet

LICENSE APPLICATION REPORT

Type of License: Food Vendor License

Name of Applicant: Osmarly Bento Lombardi d/ba La Famiglia Pizzeria

Address: 1215 Massachusetts Avenue

The following Departments have **no objections** to the issuance of said license:

- Police x
- Fire
- Health
- Building
- Planning

The following Departments have **no objections** but have made comments or conditions regarding the issuance of said license: (see attached)

- Police
- Fire x
- Health x
- Building x
- Planning x

The following Departments have **objections** to the issuance of said license:
(see attached)

- Police
- Fire
- Health
- Building
- Planning



Town of Arlington
Department of Health and Human Services
Office of the Board of Health

27 Maple Street
Arlington, MA 02476

Tel: (781) 316-3170
Fax: (781) 316-3175

MEMO

To: Board of Selectmen
From: Natasha Waden, Health Compliance Officer
Date: June 2, 2016
RE: Board of Health Comments for Selectmen's Meeting on June 6, 2016

Please accept the following as comments from the Office of the Board of Health:

**La Familia Pizzeria -1215 Mass Ave
Common Viticalar License**

- *This office is currently reviewing the plan review application that was submitted for La Familia Pizzeria. A letter will be sent to the owner outlining the conditions of approval by the end of the week.*
- *Once the plans have been approved and conditions outlined in the approval letter have been met, this office will conduct a final inspection before a permit to operate a food establishment will be issued.*
- *It is the owner's/manager's responsibility to ensure that the establishment complies with 105 CMR 590.000 (1999 Food Code)*

Lincoln B. L.
6/2/16

**BOARD OF SELECTMEN
TOWN OF ARLINGTON – INSPECTION REPORT**

Report is due at the office of the Board of Selectmen by, June 1, 2016
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 1215 Massachusetts Ave.
Applicants Name: Osmarly Bento Lombardi
D/B/A: La Famiglia Pizzeria Corp.
Telephone: 978 404-0625
Department: Sent E-mail

Date: 3/16/2016

MEETING DATE: JUNE 6, 2016

Inspected By:

RE: FOOD VENDOR LICENSE

Police
Fire
Board of Health
Building, Wiring, Plumbing
Planning

INSPECTION REPORT SECTION:

Building

All building changes need permits.
All sign changes need approval and sign permit.
Window signs cannot exceed 25% of window or fines will be levied.
Certificate of Occupancy is needed - \$100 fee.
The Director of Inspectional Services has no objection to the issuance/ renewal of this license as the applicant has been made aware of seating capacity and necessity for showing proof of ownership of sidewalk

Plumbing

The Inspector of Plumbing and Gasfitting has no objection to the issuance/ renewal of this license.
All plumbing and Gasfitting work requires that the permits be obtained from this office for their respective trades by licensed contractors.

Electrical

The Inspector Wires has no objection to the issuance/ renewal of this license.
The applicant acknowledges that this is a conditional approval of the premises only and is not to be constructed as approval by the Inspector of Wires of concealed electrical wiring. Any new wiring must conform to the Mass. Electrical Code. Notify the Inspector of Wires in accordance with Chapter 143, Section 3L.

APPLICANT SIGNATURE SECTION:

I have received the above report and knowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicants risk.

Applicant's Name: Luca B. A.

Date: 6/2/16

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by, March 30, 2016
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 1215 Mass. Ave.
Applicant's Name: Osmarly Bento Lombardi
D/B/A: La Famiglia Pizzeria Corp.
Telephone: 978 404-0625
Department: Sent Via E-mail Date: 2/29/16

MEETING DATE: April 4, 2016

Inspected By:

RE: FOOD VENDOR LICENSE

Police
Fire
Board of Health
Building
Planning

INSPECTION REPORT SECTION:

Hood and extinguishing system(s) must be inspected
and tagged
Exit signs & emergency lights must be in proper working
order
- FACP must be tested & paperwork submitted to AFD
K extinguisher in kitchen and all extinguishers have
current tags
All exits clear and no storage of excess combustibles

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Signature: _____

Date: _____

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by, March 30, 2016

ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 1215 Massachusetts Ave.
Applicant's Name: Osmarly Bento Lombardi
D/B/A: Lam Famiglia Pizzeria Corp.
Telephone: 978 404-0625
Department: Sent Via E-mail Date: 2/29/16

MEETING DATE: APRIL 4, 2016

Inspected By: *Ted Fields 3.24.2016*

RE: FOOD VENDOR LICENSE

Police

Fire

Board of Health

Building

Planning

INSPECTION REPORT SECTION:

The business proposed for this site is a 4,000 square foot pizza restaurant selling pizza, pasta, sandwiches and salads for consumption on and off the premises from 11am to 10pm weekdays (Sunday through Thursday) and 11am – 11pm on weekends (Friday & Saturday). There is seating for up to thirty five (35) patrons, at least five (5) employees and no assigned on-street or off-street parking spaces. This will be a small enterprise serving the residential neighborhoods just outside of the Arlington Heights business district. As a restaurant it is a preferred type of business use relative to the automotive/vehicular-related uses allowed in the B4 (vehicular business) zoning district in which it is located. Arlington's current zoning by-law recommends that retail, office, service and residential uses replace vehicular-related uses in B4 zones due to an overabundance of those uses in the town.

The Dept. of Planning and Community Development has no objection to the issuance of a Common Victualler license as requested.

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Signature: *Lamarta B. L. 6/2/16*

ARLINGTON POLICE DEPARTMENT

Frederick Ryan
Chief of Police



POLICE HEADQUARTERS
112 Mystic Street
Telephone 781-316-3900

Town of Arlington
MASSACHUSETTS 02474

March 21, 2016

On Monday, March 21, 2016 at 1:15 PM, I called and spoke with Lincoln Bento, husband to Osmarly Bento Lombardi regarding this application for a Common Victualler License for the La Famiglia Pizzeria, located at 1215 Mass. Ave. Mr. Bento stated that his wife Osmarly does not speak very good English and that he could answer the questions as he is going to be the business partner side of the restaurant. Bento stated that they hope to open within the next 90 days after doing a lot of renovations. Bento stated that they will not be serving alcohol at this time. Bento stated that this will be their first business and Osmarly will be working and running the day to day operations of the restaurant.

I advised Mr. Bento that the Board of Selectmen may be conducting C.O.R.I and S.O.R.I checks during the application process.

Pending the checks conducted by the Board of Selectmen's Office, Arlington Police Dept. is not aware of any law enforcement or public safety reasons to object to the Common Victualler License for the La Famiglia Pizzeria.

Respectfully Submitted,

Detective Edward DeFrancisco

Lincoln Bento
6/2/16.

"Proactive and Proud"

OFFICE OF THE BOARD OF SELECTMEN

730 Massachusetts Avenue

Town of Arlington

Massachusetts 02476-4908

RECEIVED
SELECTMEN'S OFFICE
ARLINGTON, MA 02476

2016 MAY 13 AM 9:16

(781) 316-3020

(781) 316-3029 fax

\$60.00 Filing Fee

APPLICATION

☐ COMMON VICTUALLER LICENSE

☒ FOOD VENDOR LICENSE (Take Out Only)

You must complete an application packet from the Board of Health Department located at 27 Maple St.

You must have the completed application reviewed by the Inspections Department located at 51 Grove St. before filing this application with this office

Location 1215 MASS AVE ARLINGTON, MA

Name of Applicant OSMARLY BENTO LOMBARDI

Corporate Name (if applicable) LA FAMIGLIA PIZZERIA

D/B/A _____

Date 5, 12, 2016

I/We hereby agree to conform in all respects to the conditions governing such License as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen may establish. With the signing of this application, the applicant acknowledges that:

(A) it is understood that the Board is not required to grant the license.

(B) no work is to commence at the premises of the proposed location which is the subject matter of this application until the license is approved by the Board of Selectmen, and, furthermore, any work done is done at the applicant's risk, and

(C) in the event of a proposed sale of a business requiring a Common Victualler License, an application for a transfer of said license will be deemed to be an application for a new license (subject to the rules and regulations herein contained), and the owner of such business shall be required to file with the Board of Selectmen a thirty day notice of his intention to sell same before such application will be acted upon by the Selectmen.

(D) that the license is subject to revocation if the holder of the license does not comply with Town By-Laws or the Rules and Regulations of the Board.

Signature Name Osmary Bento Lombardi

Signature Name _____

Phone: 978 404 0625 Email: LINCOLNBENTO22@GMAIL.COM

Note: (A) If a corporation, state full names and addresses of principal officers.

(B) If a co-partnership, information must be provided on each partner; if a corporation, information must be provided on corporate officer making application.

Name OSMARLY BENTO LOMBARD Name _____
Address 22 Hillside Terrace Address _____
City Winchendon MA Zip 01475 City _____ Zip _____
DESCRIPTION OF APPLICANT DESCRIPTION OF APPLICANT
Born in the U.S., Yes _____ No ☒ Born in the U.S., Yes _____ No _____
Born Where SAO PAULO, BRAZIL Born Where _____
Date of Naturalization [REDACTED] Date of Naturalization _____
Male or Female FEMALE Male or Female _____
Date of birth [REDACTED] Date of birth _____
Height _____ ft. 5 in. 4 Height _____ ft. _____ in. _____
Weight 210 Weight _____
Complexion FAIR Complexion _____
Hair LT BROWN Eyes BROWN Hair _____ Eyes _____
Mother's Name MARY DOMINGUES Mother's Name _____
Father's Name OSMAR CORREA Father's Name _____
Wife's Maiden Name DOMINGUES Wife's Maiden Name _____
Photo 1 in



The Establishment shall operate as:

☐ Sole Ownership ☐ Partnership ☐ Total Number of Partners ☐ Corporation Based in _____

(Once approved, please go to Clerk's Office for Business Certificate)

Corporate Information Required:

President _____

Secretary _____

Treasurer _____

Name

Address

Zip

INFORMATION RELATIVE TO APPLICATION

Breakfast

Yes ___ No ☒

Lunch

Yes ☒ No ___

Dinner

Yes ☒ No ___

Do you own the property? Yes ___ No ___ Tenant At Will ___ Lease 5 years

Hours of Operation:

Day Sun-Thurs Hours 11-10

Day Fri-Sat Hours 11-11

Day _____ Hours _____

Floor Space 4,000 Sq. Ft. Seating Capacity (if any) 0

Parking Capacity (if any) 6 spaces Number of Employees 5-8

List Cooking Facilities (and implements)

Will a food scale be in use for sale of items to the public? Yes ___ No ☒

Will catering services be provided by you? Yes ___ No ☒

A copy of the following items must be submitted with the application:

1. Layout Plan of Facility & Fixtures
2. Site Plan (obtained at Bldg. Dept., 51 Grove St.)
3. Outside Facade and Sign Plan (dimensions, color)
4. Menu
5. Maintenance Program

If the facilities are not yet completed, provide estimated cost of work to be done \$ 25,000.00

FOR OFFICE USE ONLY

Scheduled Hearing when Application will be presented to Board of Selectmen for approval:

Date _____ Time _____

Board Action: Approved Yes ___ No ___

APPLICANT'S RESUME

Food Business Experience of Applicant

From <u>NOV 2</u>	to _____
Employee _____	D/B/A _____
Sole Owner _____	Location _____
Partnership _____	Type Food _____
Corporation _____	Number of Employees _____

From _____	to _____
Employee _____	D/B/A _____
Sole Owner _____	Location _____
Partnership _____	Type Food _____
Corporation _____	Number of Employees _____

List any other information that you feel will assist in the review of this application.

TWO COOKS HAVE CERTIFICATION
AHLAM ENDROWOS - SERVE SAFE CERTIFICATION
SERVE SAFE ALLERGENS

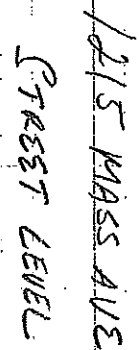
THALYSSA CORREA ALLERGEN AWARENESS CERTIFICATE

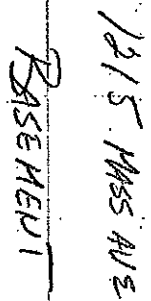
REFERENCES

Bank TD BANK Type Account Personal ☒ Business _____
 Address 880 MASS AVE ARLINGTON Phone 781 641 0050
 Account Number _____
 Personal Reference ANDREA CORREA
 Address 421 GREAT RD ACTON, MA Phone _____
 Prior Employer COSTA DONUTS
 Address 182 GREAT RD ACTON, MA Phone 978 263-6960
 Number of years employed 1 From _____ To _____
 Contact AMANDA - BENJAMIN MURRAY Position Held _____
 Other _____

Name

Address





La Famiglia Pizzeria

Fine Italian Pizza

CARRY OUT

781 123-4567

Open 7 Days A Week 11am - 11pm

**1215 Massachusetts Ave
Arlington, Ma. 02476**

FREE DELIVERY

Delivery Minimum \$ 10.00

**ORDER ONLINE
WWW.LAFAMIGLIAPIZZA.COM**

VISA, MASTERCARD, DISCOVER

Specialty Pizza

Everything Pizza

pepperoni, sausage, mushroom, onion,
green pepper, black olive, meatball,
ham, bacon

Hawaiian

ham, pineapple

veggie lovers

eggplant, black olive, broccoli,
green pepper, tomato, onion

Cheese lovers

fresh mozzarella, ricotta, feta cheese

Meat lovers

pepperoni, sausage, meatball, ham,
bacon, hamburger, steak

Steak & Cheese

american cheese, steak, (no pizza sauce)

Steakbomb

american cheese, steak, onion,
green pepper, mushroom (no pizza sauce)

BBQ chicken

bbq sauce, chicken

Buffalo chicken

buffalo sauce, chicken

Chicken alfredo

chicken, broccoli, alfredo sauce

Margarita

basil, tomato, fresh mozzarella (thin crust)

Chicken pesto

chicken, pesto sauce, tomato

Cheeseburger pizza

american chesse, hamburger, onion
cheddar cheese, ketchup, mustard

Baconburger pizza

bacon, hamburger, cheddar cheese

Chicken bacon ranch

chichen, onoin, bacon, ranch sauce

Mediterranean

spinach, feta, garlic, ricotta, black olives

small large

MAKE YOUR PIZZA...YOUR PIZZA !

TOPPINGS

EACH TOPPING ADD

Small

Large

fresh basil, Pesto sauce, Pepperoni, Sausage,
Steak, Meatball, Ham, Chicken, Hamburger,
Hotdog, Onion, Green pepper, Pineapple,
Mushroom, Roasted red pepper, Tomato, Broccoli,
Jalapeno, Pickles, Cucumber, Cheddar cheese,
Bacon, Feta, Tofu, Black olives, Veggie burger,
Eggplant, Spinach, Garlic, Fresh mozzarella,
Ricotta, Shrimp

SAUCES

**Pizza sauce, Alfredo sauce, BBQ, Buffalo,
Parmigiana cheese, Golden bbq, Teriyaki,
Hot sauce, Mustard, Ketchup**

Mortadella, Provolone, American cheeses

CONSUMER ADVISORY WARNING FOR RAW FOODS
IN COMPLIANCE WITH THE DEPARTMENT OF PUBLIC HEALTH,
WE ADVISE THAT EATING RAW OR UNDERCOOKED MEAT, POULTRY,
OR SEAFOOD POSES A RISK TO YOUR HEALTH.

TO ALL OUR CUSTOMERS:
BEFORE ORDERING PLEASE INFORM YOUR SERVER IF SOMEONE IN
YOUR PARTY HAS A FOOD ALLERGY.

**ADD STATE MEAL TAX TO ALL PRICES . PRICES, ITEMS AND OFFERS
ARE SUBJECT TO CHANGE WITHOUT NOTICE.**

HOT SUBS

Small

Large

Steak & cheese

Steakbomb

steak, mushrooms, onions, green
peppers, american cheese

Cheeseburger

Meatball

Eggplant

Chicken parm

Ranch

chicken, bacon, cheese, ranch sauce

Spinach, feta, garlic, tomato

Veggie

mushroom, onion, peppers, tomato, broccoli

COLD SUBS

Small

Large

Ham & cheese

Turkey

American

ham, mortadella, american cheese

Italian

mortadella, provolone, salami

Also available in a wrap or pita bread

PASTA

ENTREES SERVED OVER YOUR CHOICE OF ZITI, PENNE, OR RIGATONI

Meatball

Alfredo

Chicken broccoli alfredo

Eggplant parm

Chicken

La Famiglia Special

cheese, ham, salami

SALADS

GARDEN

CAESAR

GREEK

WITH CHOICE OF DRESSINGS :

*ITALIAN, LITE ITALIAN, GREEK, CAESAR, RANCH, BALSAMIC
VINAIGRETTE.*

SIDES

CHICKEN WINGS (BONE IN)

BONELESS WINGS

CHICKEN TENDERS

FRIES

Mozzarella sticks

AVAILABLE SAUCES:

*BBQ, HOT, GOLDEN BBQ, BUFFALO, TERIYAKI, KETCHUP.
BLUE CHEESE, MAYO*

MORE SIDES

Cinnamon balls

Cinna sticks

Nutella bombs

Cheesy balls

Cheesy bread (available as a calzone)

Maintenance Plan for Lafamiglia Pizzeria

Contact person : Lincoln Bento

Manager will ensure that these protocols are followed.

Throughtout the day

FLOORS SWEPT

REPLACE TRASH BIN LINERS WHEN 2/3 FULL

CLEAN HAND WASHING SINKS

CLEAN HOSPITALITY LINE

DAILY

CLEAN CONDIMENT STATION

CLEAN COUNTERS

CLEAN PRODUCTION LINE

CLEAN AND POLISH STAINLESS { NON FOOD CONTACT SUFACES)

CLEAN AND SANITIZE ALL COUNTERS, PRODUCE LINE, WRAP STATION

FLOORS MOPPED AT CLOSING

CLEAN DUMPSTER AREA

OUTSIDE OF RESTAURANT KEPT FREE OF DEBRIS

SERVICE CONTRACTS ON :

PEST CONTROL : TERMINIX INC.

DUMPSTER : WASTE MANAGEMENT INC.

VENT HOOD CLEANING AND INSPECTION : A PLUS FIRE & HOODS INC.



Town of Arlington, Massachusetts

Request: Sidewalk Cafe Permit

Summary:

Za Restaurant, 138 Massachusetts Avenue
Jeff Broadman, General Manager

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	Ref_Mat_6.6.16_Za.pdf	application/inspection report packet

SIDEWALK CAFÉ APPLICATION REPORT

Type of License: Sidewalk Café Permit

Name of Applicant: Jeff Broadman d/b/a Za Restaurant

Address: 138 Massachusetts Avenue

The following Departments have **no objections** but have made comments or conditions regarding the issuance of said license: (see attached)

- Board of Health ____x____
- Building ____x____
- Planning ____x____
- ADA Compliance ____x____

PLEASE NOTE:

ALL APPROVALS WILL BE SUBJECT TO CONDITIONS SET FORTH (SUCH AS DEPARTMENT CONDITIONS, CERTIFICATE OF INSURANCE ETC.)



Town of Arlington
Department of Health and Human Services
Office of the Board of Health

27 Maple Street
Arlington, MA 02476

Tel: (781) 316-3170
Fax: (781) 316-3175

MEMO

To: Board of Selectmen
From: Natasha Waden, Health Compliance Officer
Date: June 2, 2016
RE: Board of Health Comments for Selectmen's Meeting on June 6, 2016

Please accept the following as comments from the Office of the Board of Health:

**Za Restaurant- 138 Mass Ave
Outside Furniture License**

- *The Establishment must prohibit smoking in the outdoor seating area by conspicuously posting a notice or sign which states "No Smoking" or the by using a sign with the international "No Smoking" symbol in the outdoor area.*
- *The owner or designated Person in Charge is responsible for maintaining the outdoor seating area Smoke Free.*
- *Any person in charge of a public place or workplace who fails to comply with the regulations is subject to a fine of two hundred dollars (\$200.00) for each day of the violation.*
- *The Establishment is responsible for maintaining the outdoor seating in a clean and sanitary manner, free from garbage and trash or other refuse that would constitute a public health nuisance.*

Applicant's Name *Natasha Waden*
Date: *6/2/16*

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by, **June 1, 2016**
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 138 Mass. Ave.
Applicant's Name: Jeff Broadman
D/B/A: Za Restaurant
Telephone: 617-756-6041
Department: Sent Interoffice Mail & E-mail

Date: 6/01/2016

MEETING DATE:

Departments:

RE: SIDEWALK CAFE PERMIT

BOH
Building
Planning
ADA

Comments by each Division or Department:

Inspectional Services has no objections to this or any other outdoor furniture permit the BOS wishes to grant. The applicant will need to present plans to this department for building code review prior to furniture being approved or placed. At that time, we can over particulars such as aisle width, distance between chairs/tables and how the new occupant load may affect the establishments bathroom requirements, among other possible issues.

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: _____

Date: _____

COMMISSION ON DISABILITY, TOWN OF ARLINGTON

20 ACADEMY STREET, SUITE 203, ARLINGTON, MASSACHUSETTS 02476-6436 (781) 316-3431



MEMO TO: Board of Selectmen
Adam Chadelaine, Town Manager

FROM: Jack Jones, Director of Housing & Disability Programs

DATE: June 1, 2016

RE: SIDEWALK CAFE PERMIT

It appears from the attached diagram and a completed survey of the sidewalk in front of **Za Restaurant, 138 Mass. Ave.** that all conditions pertaining to accessibility of sidewalk dining will be in compliance with federal and state regulations.

In order to be in compliance with regards to sidewalk dining the absolute minimum clear path of travel along the sidewalk must be at least 36" according to the Massachusetts Architectural Access Board and the Americans with Disabilities Act Architectural Guidelines. Possible obstructions on the sidewalk that could affect compliance that will need to be watched are tables, chairs, other furniture, trees, trash receptacles, fire hydrants, planters, sandwich boards, etc. In addition a portion (5%), but not less than one, of available seating must be wheelchair accessible. The Disability Commission recommends to the Board of Selectmen that a compliance monitoring process be developed in addition to employee training for all restaurant employees to ensure that accessibility is maintained after the permitting process.

Applicant's Name JPB
Date 6/2/16

**BOARD OF SELECTMEN
TOWN OF ARLINGTON - INSPECTION REPORT**

Report is due at the Office of the Board of Selectmen by June 1st, 2016
ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location: 138 Massachusetts Avenue
Applicant's Name: Jeff Broadman
D/B/A: Za Restaurant
Telephone: 617 756-6041
Department: Sent Interoffice Mail & E-mail
Date: 5/31/2016

Meeting Date: JUNE 6, 2016

Departments: *Ted Fields 5.27.2016*

RE: SIDEWALK CAFE PERMIT

Board of Health

Building

Planning

ADA Compliance

Comments by each Division or Department:

The applicant currently operates a 1,400 square foot pizza restaurant at 138 Massachusetts Avenue in East Arlington with eighty seven (87) seats. The Applicant is requesting an outdoor seating area spanning 240 square feet (30 feet long and 8 feet wide) containing five (5) tables and twenty (20) seats against its frontage. A travel corridor measuring seventy-eight inches (6 feet, 6 inches) will be provided between the edge of the proposed seating area and the sidewalk curb; this complies with the Town's requirement that all users, including people with disabilities, be able to safely traverse public rights of way with outdoor seating. The applicant will border the proposed seating areas with stanchion posts and ropes. The applicant proposes to use metal mesh tables with plastic resin chairs. The applicant demonstrates acceptable coverage of \$1,000,000 in general liability insurance. The Department of Planning and Community Development has no objection to the issuance of an Outdoor Furniture license as long as the applicant assures the Board that the proposed chairs will be heavy enough or secured with a rope, chain or other method to keep them from the sidewalk travel corridor.

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Board of Selectmen; furthermore, any work done is done at the applicant's risk.

Applicant's Name: 

Date: 6/2/16

Sidewalk Café Permit Application - Town of Arlington, MA

This is an application to the Board of Selectmen of the Town of Arlington Massachusetts, for a permit to place and maintain a Sidewalk Café on the public right of way in Arlington, Massachusetts described below:

(PLEASE TYPE OR PRINT)

Business Name: C&P Pizza Inc. d/b/a Za Restaurant	Length of Storefront (ft): 30'
Business Address/Location: 138 Mass Ave. Arlington, MA 02474	Width of Sidewalk along Storefront (ft); *1: 14' 6"
Phone Number/Email: (617) 756-6041 jbbroadman@gmail.com	Length of Proposed Sidewalk Café (ft): 30'
Business Representative's Name: Jeff Broadman, General Manager	Width of Proposed Sidewalk Café (ft); *2: 8'
Name & Address of Building Owner: Peter McCarthy, 138 Mass Ave. Arlington, MA 02474	

*1: Measure from front Building Wall to inside of sidewalk granite curb edge.

*2: Measure from front Building Wall to outside of Sidewalk Café surrounding border fencing/barrier.

Application Submittal Requirements:

1.) **Fee:** A one-time permit fee of **\$50.00** payable to the Town of Arlington filed with the Town Clerk.

2.) **Site Plan:** Furnish a **Site Plan** (scale diagram) showing the location of tables, chairs, umbrellas, trash receptacles, heaters, barricades, as well as a **picture or photograph of the proposed furniture** in compliance with the following requirements:

- No person or entity shall cause to be placed within the public ways any furniture without applying for a permit and receiving approval from the Board of Selectmen of the Town. This permit shall be considered separate and distinct from others issued by the Town, including those for common victuallers.
- The location of the sidewalk café must be directly in front of the business operating the café, and may not extend beyond the side property lines. Tables, chairs, benches, food equipment shall be located so that they do not impede, endanger or interfere with pedestrian traffic, with a **minimum width of four (4) feet of unobstructed passage** for pedestrian traffic.
- In addition, no sidewalk café furniture shall be affixed, erected, installed, placed, used or maintained **within five (5) feet** of any marked or unmarked crosswalk or handicapped ramp; or within five (5) feet of any fire hydrant, fire lane, call box, or bus stop.
- Unlicensed furniture within the public ways of the Town will be subject to removal with the cost thereof to be borne entirely by the owner. In addition, fines may be imposed by the Board of Selectmen not to exceed \$100 for removal, storage or destruction.
- No fixtures or devices on which food or beverages are sold or consumed shall be attached to the sidewalk or other public area. The property owner is responsible for the restoration of the sidewalk or public right-of-way if any damage is caused by the sidewalk café. Physical barriers bordering/framing a sidewalk café may not exceed four (4) feet in height.
- Lighting for sidewalk cafes is subject to approval during the permitting process. Tabletop lighting may include candles and battery-operated fixtures.
- Well-designed physical barricades surrounding/framing sidewalk cafés are **strongly encouraged**.

3.) Insurance: Restaurant-owner shall furnish a **certificate of insurance** providing commercial insurance coverage of at least **(\$25,000)** for bodily injury, death, disability, and property damage liability. The Town of Arlington shall be named as an additional insured on a primary, noncontributory basis for any liability arising directly or indirectly from the operation of a sidewalk café. In the event the insurance is cancelled, the permit holder has 24 hours to reinstate the insurance or the permit shall be revoked. The permit holder shall immediately inform the Town Clerk if insurance under this provision is revoked and shall not operate the sidewalk café until insurance is restated in accordance with this requirement.

4.) Compliance Requirements: By signing this application, the Applicant agrees to accept and comply with the following requirements:

- All services provided to sidewalk café customer and customer activity must occur within the designated sidewalk café area.
- Permit holder is responsible for proper supervision of the sidewalk café in order to ensure the requirements of this section are met.
- Permit holders must ensure that the requirements for operation are met. These include:
 - Patrons must wear shoes and shirts at all times.
 - All sidewalk cafes must maintain at least one opening for ingress and egress at all times. All sidewalk cafes shall abide by all requirements of the currently adopted International Building Code and the American's with Disabilities Act.
 - To the extent applicable, sidewalk cafes must adhere to all regulations pertaining to food and beverage enforced by the Board of Health and Board of Selectmen.
 - All areas within and surrounding a sidewalk café must be maintained in a clean, neat, and sanitary condition.
 - All permit holders shall be required to abide by all federal, state, and local laws.


5.) Revocation: The sidewalk café permit may be revoked for failure to maintain the standards required for the initial permit. A notice of intent to revoke a sidewalk café permit shall be given in writing 10-days prior to actual revocation and shall specify the area or areas of failure to meet requirements and maintain conditions the Town may have imposed. If, during that period, proof of compliance is made to the satisfaction of designated Town Inspectors by the holder of the permit, the permit shall be continued in force.

- Applicant certifies that all current property taxes due on its licensed premises are paid if property is owned by the Applicant.
- Applicant agrees to permit the Town to periodically verify the accuracy of information contained in this Application and agrees to provide information requested to verify the accuracy of the information and the Certifications contained in this Application.

I have read and fully understand the above rules and regulations applying to the approval of this permit.

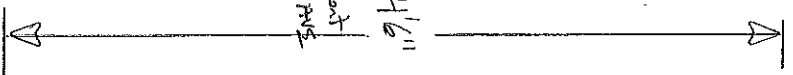
Dated 4-16, 20 16

By: _____


(Signature)

(Print Name & Address) Jeff Broadman, 138 Mass Ave. Arlington, MA 02474

MASS AVE.



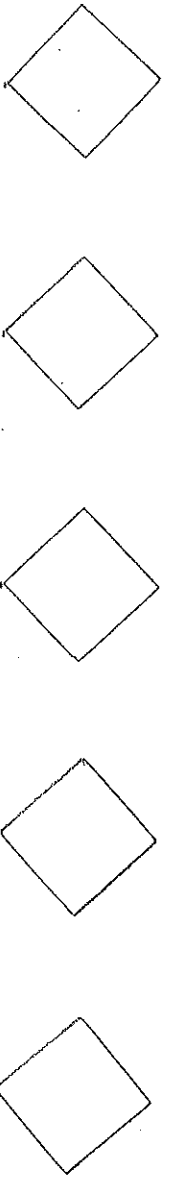
Storefront
to MASS AVE.
NOT
to
Scale

30'

Area of cafe = 30' x 8'
Scale = 1" to 3'

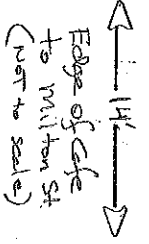
Tables are 32" square

8'



ZA Restaurant Storefront

Front
Door



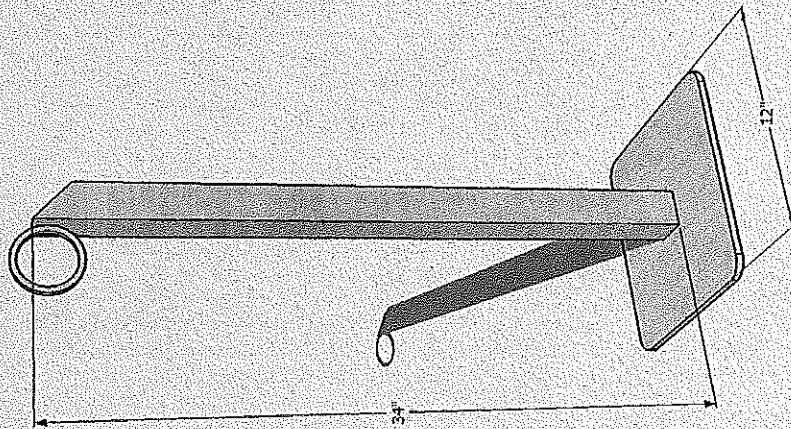
Edge of Cafe
to Milton St.
(not to scale)







2



Proposed station post for Z4



CERTIFICATE OF LIABILITY INSURANCE

OP ID: DD

DATE (MM/DD/YYYY)

03/16/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Commercial Ins. Agency, Inc. 385 Concord Ave Suite 101 Belmont, MA 02478 Dorothy Fernsler daCruz		Phone: 617-489-1700 Fax: 617-484-1599	CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS: PRODUCER CUSTOMER ID #: ZA-0001	FAX (A/C, No):
INSURED C&P Pizza, Inc. D/B/A Za 138-140 Massachusetts Ave. Arlington, MA 02476	INSURER(S) AFFORDING COVERAGE			NAIC #
	INSURER A: Acadia Insurance Company			31325
	INSURER B: PSM Insurance Companies			
	INSURER C:			
	INSURER D:			
	INSURER E:			
INSURER F:				

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY						EACH OCCURRENCE	\$ 2,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY		X	BOA 5052046	06/29/2015	06/29/2016	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person)	\$ 5,000
	<input checked="" type="checkbox"/> Liquor			OA 5052046	06/19/2015	06/29/2016	PERSONAL & ADV INJURY	\$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	\$ 4,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						PRODUCTS - COMPIOP AGG	\$ 4,000,000
							Liquor	\$ 1,000,000
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident)	\$
	<input type="checkbox"/> HIRED AUTOS							\$
	<input type="checkbox"/> NON-OWNED AUTOS							\$
	UMBRELLA LIAB						EACH OCCURRENCE	\$
	EXCESS LIAB						AGGREGATE	\$
	DEDUCTIBLE							\$
	RETENTION \$							\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						<input checked="" type="checkbox"/> WC STATUTORY LIMITS	OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N		WC 025666-12	08/17/2015	08/17/2016	E.L. EACH ACCIDENT	\$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. DISEASE - EA EMPLOYEE	\$ 500,000
							E.L. DISEASE - POLICY LIMIT	\$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Town of Arlington is named as additional insured.

CERTIFICATE HOLDER**CANCELLATION**

Town of Arlington 730 Massachusetts Ave Arlington, MA 02476	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Dorothy F. daCruz</i>

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Town of Arlington, Massachusetts

CITIZENS OPEN FORUM



Town of Arlington, Massachusetts

Presentation: East Arlington Corridor Project , Spring and Summer

Summary:

Cecily Miller, Public Art Consultant

Adria Arch, Arlington Public Art

ATTACHMENTS:

Type	File Name	Description
<input type="checkbox"/> Reference Material	Arlington_Public_Art_BofS_presentation_(2).pdf	Presentation

EAST ARLINGTON PUBLIC ART PROJECTS

STEP 1: PROJECT GOALS

1. Build on past success and maintain the growth of APA by accomplishing new and ambitious projects.
2. Develop “capstone” for the street improvements that have been done along Mass. Avenue corridor.
3. Enhance the sense of identity, community and place in East Arlington
4. Offer something that can be a “real cementing of the town-wide arts scene which has been steadily expanding.”
(Adam Chapdelaine)

APA steering committee members:

“We want a quality arts experience.”

“Provocative, interesting and meaningful.”

“A model for excellence and growth. Something that will lead us into even more wonderful projects.”

“Does not have to be serious and formal, could be lighter, playful. Delightful, surprising, not scary.”

“Well done, beautiful, provocative, funny -- we can have this here, we can be part of what is happening in public art in other cities and towns.”



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the Town of Arlington

EAST ARLINGTON PUBLIC ART PROJECTS

STEP 2: IDENTIFY WHAT IS IMPORTANT TO THE COMMUNITY

During fall 2015 and spring 2016, APA solicited public input to identify potential themes that could shape a public art project in East Arlington. We held 3 public meetings; Project Manager Cecily Miller also met with neighborhood groups and individuals and went door-to-door in Capitol Square.

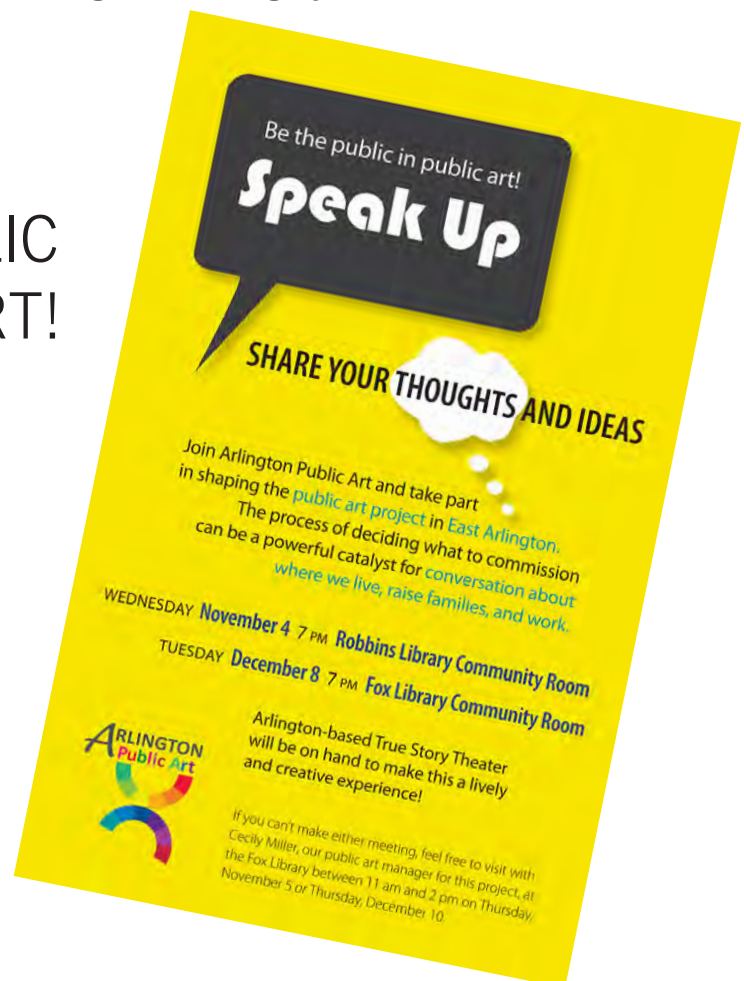
We asked:

- What do you like/value about your neighborhood?
- How would you describe East Arlington to someone who has never been here?
- What are some challenges or things you would like to change?

BE THE PUBLIC IN PUBLIC ART!



Arlington Public Art is a citizen arts initiative sponsored by Vision 2020 and the Town of Arlington



EAST ARLINGTON PUBLIC ART PROJECTS

STEP 3: COMPILE FINDINGS

Many themes emerged from public meetings and conversations. The following recurred and have guided our project planning.

- Diverse small businesses along Mass Avenue corridor are a distinctive and interesting aspect of the character of the neighborhood. How can they be a resource and/or provide inspiration?
- There is a need to brand Capitol Square as a cultural destination.
- These small businesses struggle financially; they are vulnerable and the street improvement process had an impact on their businesses. How can we support them?
- Capitol Square Business Group is active, with a goal to create an identity/brand and bring more people to their businesses. Members collaboratively organize regular, positive, themed events. Can we collaborate, to share promotion and reach audiences?
- “I feel like we still have a highway going through town.” Traffic is still fast and dangerous. Street crossing is dangerous, especially for elderly and children; a long-time elderly resident was recently killed crossing in the Capitol Square area. Can we devise innovative strategies to address this?
- Gateway with Cambridge needs to be improved
- Mass. Avenue should be marked to define transitions, sense of hierarchy and place, passive/residential vs. active/business.
- East Arlington has been home to waves of immigrants. Can we tell their stories, and affirm the contributions of immigrants?
- “Great to have something that engages kids and families – we are looking for things to do with our kids”
- Words and phrases that recur: “diverse” “friendly” “small town feeling” “you know your neighbors” “you run into people you know, sometimes in different/unexpected contexts.”
- Two schools – Thompson and Hardy – highly regarded by the community. 56 languages represented in the schools.
- “The [Fox] Library is the face of government in East Arlington.”
- Tension between old and new Arlingtonians – “do they have the language to speak to each other?” and between new and super-new – everyone is concerned about gentrification changing the character of the neighborhood.
- Stewardship of the natural environment/resources critical – Alewife brook and parkland (habitat for urban wildlife – birds and animals -- and fish), Spy Pond and parkland, wetlands.
- Connect Arlington with the Greater Boston community.



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EAST ARLINGTON PUBLIC ART PROJECTS

STEP 4: POP-UP ART PROJECTS

We had several goals in producing 2 pop-up art projects:

- Experiment with different public art “styles” to expand the definition of potential public art in Arlington.
- Create new partnerships in East Arlington which could lay the groundwork for and strengthen a bigger project.
- Keep public art in the public eye.
- Emphasize community participation.



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EAST ARLINGTON PUBLIC ART PROJECTS

It's Your Move: an afternoon of play-themed public art at Spy Pond Park
Estimated attendance: 250



LIFESTYLE

STORY IDEAS? Contact Editor James Savas at james@arlingtonadvisor.com or 781-674-7726.



THEATRE
**REVISITING THE
DILEMMAS OF HISTORY**
PAGE C2



HISTORICAL SOCIETY
MUSICAL LIVES
PAGE C3



CALENDAR
**FELINE FILM
FESTIVAL**
PAGE C7

HOW TO SUBMIT

To submit articles and photos for the Lifestyle pages, email arlingtonadvisor@arlingtonadvisor.com. Content rights are space permitting. All articles and photos must be submitted by 5 p.m. Wednesday the week prior to publication. Send 1-2 photos story ideas to arlingtonadvisor@arlingtonadvisor.com or call 781-674-7726.

things TO DO

1 Sing/Sing/Sing 7:30-9:30 p.m., May 19, St. John's Episcopal Church, 34 Pleasant St., Arlington. Come sing fabulous hymns and contemporary songs. Under the direction of two professional and enthusiastic musicians, this drop-in, no-commitment singing celebration is open to anyone who loves to join their voices with others. Learn your parts and perform together all in one night. \$30 at the door.

2 Contra and Square Dance 8-11 p.m., May 20, First Parish in Lexington, 27 Huntington Road. Parking and entrance in rear of building. Contra and square dance with live music by 8-Bowling 8-Bow. Beginners and singles welcome. Adults \$7, teens \$5, children age 12 and younger free with a parent. Family max \$20. For information, 781-259-0753.

3 "Emergence" opening reception 4-6 p.m., May 21, LFOREST Gallery, 107 Massachusetts Ave., Arlington. The show features work by contemporary artists Dena Bach, Christopher Frost, Raul Gonzalez III, Nancy Pepper, Michael Seif and Mark J. Stock. Through various media, "Emergence" presents the work of six artists and their unique interpretations on the theme of transformation - be it mythical, cultural, intellectual or physical. Inspired by the Japanese legend of "Kitsune," tales of exceptional intelligence that could shape-shift into human forms, "Emergence" is a meditation on metamorphosis in settings both commonplace and supernatural.

4 Moonlight Canoe Tour 6-9 p.m., May 21, Charles River Canoe and Kayak, 211 Moody Street, Waltham. Push off at the turn sets for an evening of relaxation, good food and conversation as you paddle through the Waterville Lakes District of the Charles, courtesy of Arlington Community Education. \$39; reserve your spot online at arlingtoncommunityed.org.

5 Using Family History to Spark Fiction 7:30-9 p.m., May 24, Arlington High School, 869 Massachusetts Ave. Local author Michelle Hoover will describe the freedom that fictionalizing family stories allows, as well as its possible pitfalls in this special Arlington Community Education class. Discuss how to focus the story, choose a structure, support it with research, and develop characters that begin in memories and imaginations and come to life on the page. Hoover's second novel "Bottomland" was published this spring. She is the Fannie Hurst Writer-in-Residence at Brandeis University and teaches at Grub Street, where she leads the Novel Incubator program. Her debut "The Quickening" was a 2010 Massachusetts Book Award "Must Read." \$10 at door; reserve your spot online at arlingtoncommunityed.org.

ARTS



An oversized chess game created by Somerville artist John Taguri for a past First Night celebration in Boston, whose size is demonstrated here by Taguri's daughter, will be one of the main attractions at Saturday's event. Arlington Public Art and consultant Cecily Miller are hosting It's Your Move: Playful Public Art at Spy Pond Park on May 21 from noon to 4 p.m. COURTESY PHOTO: JOHN TAGURI

Playing for Arlington's future

Play-based public art to explore new investments

By Nick Greenhalgh
nrgreenhalgh@arlingtonadvisor.com

Larger-than-life public art is coming to Spy Pond Park next Saturday.

Arlington Public Art and consultant Cecily Miller are hosting It's Your Move: Playful Public Art at Spy Pond Park on May 21 from noon to 4 p.m. Residents will be able to play on a supersized chess board with pieces that rival the size of the children using them. Just a few steps away, an artist will lead a tutorial on crafting tiny checkerboards using sticks and spray paint. Building discs and blocks will allow those not interested in board games to create temporary sculptures that graze the branches of the park's canopy.

Although these interactive public art pieces will only last for one spring day in Arlington, their impact could last for years to come. The public art pop-up event is designed to gather community feedback for a larger art project coming later this year.

"The goal is to offer people positive ways to enjoy public space, to prompt conversations and social interaction, to create ways people can get to know each other better. In the case of a chess set, you have an added bonus of offering people a challenging game to learn or stretch their abilities," Miller said.

Arlington is the next in a long line of communities to combine art and play and Miller said that the possibilities are endless. "Many cities around the world are using the theme of play to make city spaces more engaging and friendly. They are experimenting with placing giant dominos, swing sets designed for adults that interact with sprinkler systems or colored lights, sculpture which can be used to play music and other initiatives," Miller said.

The main attraction for Arlington's public art event is the oversized chess game



Organizers hope Saturday's public art event will do more than entertain. They're also hoping to get feedback from Arlingtonians about what future public art projects could look like, or themes they might address. COURTESY PHOTO: ALEX GILLIAM



The public is invited to build temporary sculpture using 300 Build-It Discs, created by Public Workshop and on loan for the day from the Boston Society of Architects. The discs slot together in all manner of forms. COURTESY PHOTO: RISA SPACE



Another upcoming Arlington Public Art event will be the Fox Festival Parade on June 18, celebrating East Arlington and the Fox Branch Library. The Second Line Social Aid and Pleasure Society Brass Band will be leading the parade of giant puppets built by Thompson School students and community members. COURTESY PHOTO: JELEUNE LEFEBVRE

spaces for people of all ages to play in town parks and plazas," she said.

As the Arlington Public Art committee continues to plan for the town's artistic future, Miller invites residents to other local events.

The committee is hosting the Fox Festival Parade in Capitol Square on June 18. Children and families are invited to march in a parade celebrating the neighborhood, the Fox Library, and urban wildlife.

Miller said events like this aim to interact with the public more effectively than

meetings. "When we first started to think about the project, we wanted to develop ways to talk to people about public art. To show them it's more than a statue of a man on horseback or a mural," she said.

"It adds to dialogue about what types of activities we want in our public spaces," she added.

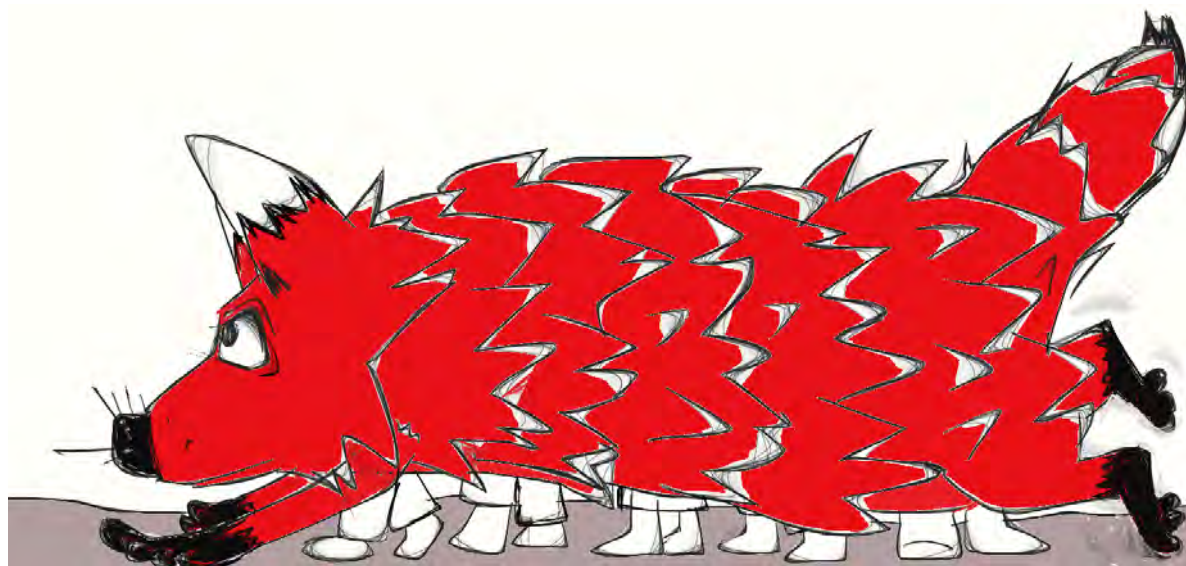
Arlington Public Art is celebrating the neighborhood, the Fox Library, and urban wildlife. Miller said events like this aim to interact with the public more effectively than

updates.





EAST ARLINGTON PUBLIC ART PROJECTS
THE FOX FESTIVAL PARADE
AT FEAST OF THE EAST • JUNE 18, @ NOON



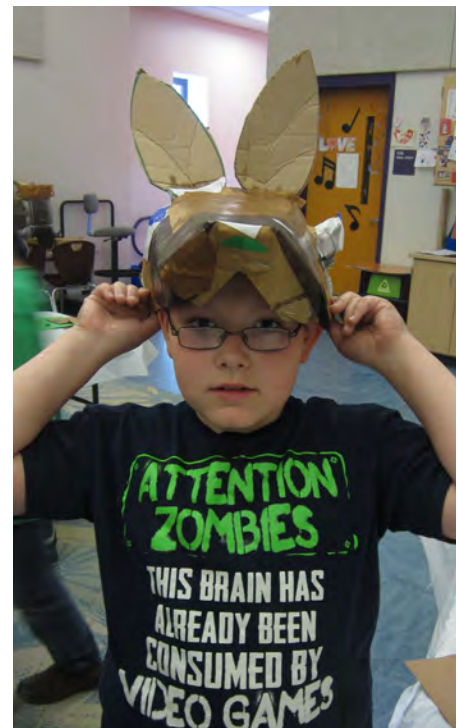
A celebration of the Fox Library, East Arlington neighborhood spirit, creativity and the urban wildlife that live in Arlington's beautiful greenspaces!

The Fox Festival Parade will be led by the Second Line Social Aid and Pleasure Society Brass Band, who will also play a short set for the Feast of the East Festival.



MAKING GIANT PUPPETS FOR THE FOX FESTIVAL PARADE

Students at the Thompson School in after-school workshops with artist Sara Peattie



EAST ARLINGTON PUBLIC ART PROJECT

STEP 5: “BIG” PROJECT - EAST ARLINGTON STORIES

We will implement a project called “EAST ARLINGTON STORIES” in summer/fall 2016 which will:

- Record the stories of some of the diverse independently owned businesses in East Arlington -- some that have been here for 50 years, others that have just opened and brought something new to the neighborhood.
- Physically landmark Capitol Square with large-scale temporary art and reinforce its identity as a commercial and cultural destination.
- Encourage public participation by inviting residents to nominate their favorite businesses by telling stories about them.
- Engage people of all ages passing by -- on foot or by car -- to slow down and learn something new about their community.

We will create portraits -- combining photographs and interviews -- of small business owners. Paper portraits will be wheat-pasted to masonry walls to form temporary murals in an international street art style. This method allows art to be displayed for a month or two, and then a power wash removes all traces.



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EAST ARLINGTON STORIES: Concept Sketch by Cedric Douglas



Arlington Public Art will work with a collaborative team of artists to infiltrate the Massachusetts Avenue Corridor surrounding Capitol Square with a “pop-up” installation of portraits of diverse people – owners and employees – that have shaped the history and personality of local independent businesses and the surrounding neighborhood.

PARTICIPATING ARTISTS

CEDRIC DOUGLAS & JULIA ROTH, founders of the UP Truck, Dorchester’s mobile creativity lab (theuptruck.com)

NILOU MOOCHHALA, Principal of Nymdesign, and creator of “I am Arlington”, a postcard project pairing historic Arlington photos with community interviews



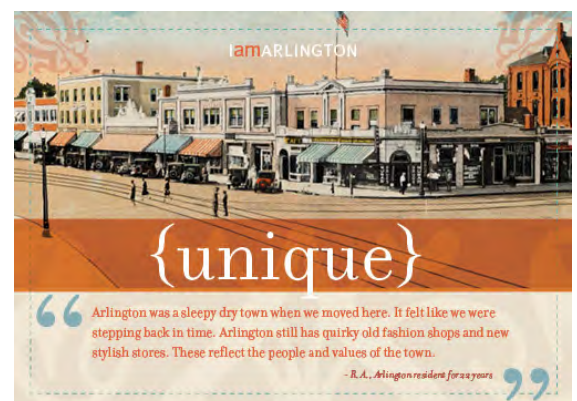
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TOP LEFT:
Cedric Douglas working on international artist JR’s Inside Out portrait project in Roxbury.

TOP RIGHT: example of Douglas’s painted wall art.

RIGHT:
A card from Nilou Moochhala’s “I am Arlington” postcard project.



EAST ARLINGTON PUBLIC ART PROJECTS

HOW CAN YOU HELP?

1. Share the news of upcoming projects with your friends, neighbors and constituents
2. Come to the Fox Festival Parade
3. Nominate a business for East Arlington Stories -- share your own stories about the stores, restaurants, repair shops, hair salons, art spaces and more in Capitol Square.
4. Be an ambassador -- help us secure permission from landlords to use walls along Massachusetts Avenue in East Arlington.
5. Help us raise matching funds.

CURRENT SUPPORTERS

The Town of Arlington, Arlington Cultural Commission, Friends of the Fox Library, Vision 2020, Arlington Advocate and the Capitol Square Business Association.



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Town of Arlington, Massachusetts

For Approval: 18th Annual Feast of the East, June 18

Summary:

Jan Whitted, Capitol Square Business Association

Diane Buxton, Luv and Other Gifts, Capitol Square

ATTACHMENTS:

Type	File Name	Description
📎 Reference Material	Feast_of_the_East.pdf	Request from Capitol Square Business Association



*Shopping, Dining, Arts, Entertainment and Style
in East Arlington, MA*

www.CapitolSq.com

May 19, 2016

To the Board of Selectmen:

This request is for approval to hold our 18th annual *Feast of the East* festival on June 18th from 12 to 4 PM in Capitol Square.

We look forward to celebrating in our newly constructed district.

Feast of the East features food, music, and family entertainment along Mass Ave for several blocks in East Arlington. We request permission for the following items, which are the same as in past years:

- Festival events to take place from the Capitol block (just past Lake Street) to Trinity Baptist Church (Amsden Street)
- Mass Ave to remain open
- Sidewalks on these blocks to be widened by the placement of barriers and yellow tape, so that parking is reduced during the event.
- Cleveland Street to be closed where it meets Mass Ave to create a safe island for entertainment. Residents will continue to have access from Waldo Street and Broadway
- Signs to be placed at Orvis Road and Rt 16, and at the corners of Lake Street and Winter Street

Police details will be in place for pedestrian safety.

We hope you'll join us in continuing this community tradition.

Jan Whitted
Feast of the East
Capitol Square Business Association

Capitol Square Business Association

c/o Artbeat 212A Mass Ave • Arlington MA 02474 • 781-646-2200 • Jan Whitted, Manager



Town of Arlington, Massachusetts

Sign Request: Ravine Street

Summary:

Rebecca and Doug Perlo, 40 Irving Street
(tabled from 4.11.16 meeting)

ATTACHMENTS:

Type	File Name	Description
▣ Reference Material	C._Rateau_Comments_Ravine_6.16.pdf	C. Rateau Comments 6.2.16
▣ Reference Material	C._Rateau_Pictures_6.2.16.pdf	C. Rateau Pictures 6.2.16
▣ Reference Material	Ravine_Street_5.19.pdf	Perlo e-mail and pictures 5.19.16
▣ Reference Material	Perlo_letter.docx	Perlo Letter to Board of Selectmen 12.22.15
▣ Reference Material	Map.pdf	Perlo Map
▣ Reference Material	No_Parking_Driveway_Signs.pdf	Pictures: No Parking Here To Driveway Signs
▣ Reference Material	No_Parking_Corner_Signs.pdf	Pictures: No Parking Here to Corner Signs
▣ Reference Material	Minutes_3.18.1996.pdf	Board of Selectmen Minutes March 18, 1996
▣ Reference Material	Traffic_Rules_and_Orders__Parking.docx	Traffic Rules & Orders Section 1
▣ Reference Material	Engineering_e-mail_to_Mr._Perlo.pdf	W. Chouinard e-mail to D. Perlo, 11.19.15
▣ Reference Material	Corey_Rateau_e-mail.pdf	C. Rateau Comments 12.5.14
▣ Reference Material	Dan_Warren_e-mail.pdf	D. Warren Comments 12.3.14

ARLINGTON POLICE DEPARTMENT

CHIEF OF POLICE
Frederick Ryan



Town of Arlington
MASSACHUSETTS 02474

POLICE HEADQUARTERS
112 Mystic Street
Telephone 781-316-3900
Facsimile 781-316-3919

MEMORANDUM

TO: Marie Krepelka
Board Administrator

FROM: Officer Corey P. Rateau
Traffic and Parking Unit

DATE: June 2, 2016

RE: Ravine Street Parking

At your request, I looked into the "No Parking" sign situation at the corner of Ravine and Irving. There previously was a sign that stated "No Parking Here to Corner" with an arrow facing towards Irving Street, indicating that the corner was to stay open and clear. The sign was repeatedly vandalized and changed with stickers to say "No Parking Here to Driveway" with the arrow direction reversed. An extended section of the sidewalk had also been painted yellow so as to give the impression that the area was a no parking zone. (All violations of Article III, Sec. 2 of the Traffic Rules and Orders). DPW reported and pointed out that at one point an extra strength adhesive was put onto the nuts attaching the sign to the pole, which required them to cut the sign off to replace it with a new sign containing the original wording. By changing the sign, a dangerous situation was created where vehicles were now parking all the way to the corner of Irving Street, which obstructed views and caused traffic to back up as no one could turn onto Ravine if a car was stopped to the left of the parked vehicles. I tried to set up surveillance in the area and also asked several neighbors if they saw who was changing the sign. While many assumed they knew who was responsible, no one witnessed the vandalism. It is now known from information contained in the April 11, 2016 meeting minutes that the Perlos were the ones at least changing the wording on the sign to reflect their own desired parking conditions.

I previously reviewed the minutes from the March 18, 1996 meeting that led to the installation of this sign. Nowhere in the minutes did it state that this sign was intended to prevent parking near the driveway of the Perlo residence. Former Town Manager Donald Marquis remarked that he had "difficulty when **driving** in this area." The minutes further state, "The Chairman moved to amend the traffic rules and orders by placing a no parking sign on the right side Ravine Street to the corner of Irving Street. Voted unanimously."

"Proactive and Proud"

ARLINGTON POLICE DEPARTMENT

It is my opinion that the sign should remain as originally intended: prohibiting parking on the corner due to past unsafe parking practices and the dangerous conditions it created at the intersection. If the original intent was to go beyond the already prohibited distance of parking within 20 feet of an intersection, then a measurement should be made of how far back the sign should be placed and that distance should be recorded in Schedule I of the Traffic Rules and Orders.

Article V, Section 1 of the Traffic Rules and Orders already addresses the Perlos' complaint of vehicles parking too close to their driveway. It prohibits anyone from parking within three feet of any driveway or opposite any driveway in a manner that would inhibit entry or exit. While the pictures presented by the Perlos might show that some vehicles are parked within that three-foot distance, it does not appear that driveway access is inhibited. Furthermore, there is a driveway with a two-car garage opposite theirs and for several years now parking has been prohibited on the opposite side of Ravine Street; there is more room to maneuver a vehicle into and out of the driveway than there was back in 1996. There is no need for any special restrictions for their driveway nor should any precedent be set granting them a special privilege that would not apply to any other resident in town. The Perlos can call the station if there appears to be a violation and the officer assigned to the area can investigate the matter and take whatever appropriate action is necessary.

Attached is a copy of Article III, Sec. 2 of the Traffic Rules and Orders as well as photos taken pre and post one of the sign replacements in December 2014.

CPR

Cc: Fred Ryan
Police Chief

Capt. Julie Flaherty
Support Services Commander

Lt. Paul Conroy
OIC / Traffic, Details, and Licensing

Adam Chapdelaine
Town Manager

"Proactive and Proud"

Article III: Traffic Signs, Signals, Markings and Zones

Section 1.

TRAFFIC SIGNS AND SIGNALS -

(a) The Chief of Police is hereby authorized and as to those signs and signals required hereunder, it shall be his duty to place and maintain or cause to be placed and maintained, all official traffic signs, signals, markings, and safety zones. All signs, signals, markings and safety zones shall conform to the standards as prescribed by the Department of Public Works of the Commonwealth of Massachusetts.

(b) Section 2 and 3 of Article II and Section 2, 3, 4, 5, 6, 7A, 8, 9, 10, and 15 of Article V relating to PARKING, and Sections 7, 8, and 9 of Article VII relating to prohibited turns, and Section 23 relating to the exclusion of commercial vehicles shall be effective only during such time as a sufficient number of signs are erected and maintained designating the provisions in these sections contained and located so as to be easily visible to approaching operators.

(c) Section 1 of Article VI relating to one-way streets shall be effective only during such time as a sufficient number of official signs are erected and maintained at each of the exits of each one-way street so that at least one sign will be clearly visible for a distance of at least seventy-five (75) feet to operators approaching such exit.

Section 2.

DISPLAY OF UNAUTHORIZED SIGNS, SIGNALS AND MARKINGS PROHIBITED – No person shall place or maintain or display upon or in view of any street any unofficial sign, signal, device or marking which purports to be or is an imitation of or resembles an official traffic sign, signal, device or marking, or which attempts to direct the movement of traffic or which hides from view any official sign or signal. The Chief of Police is empowered and directed to remove every such prohibited sign, signal, device or marking or cause it to be removed without notice.

Section 3.

INTERFERENCE WITH SIGNS, SIGNALS, AND MARKINGS PROHIBITED – Any person who willfully defaces, injures, moves, obstructs or interferes with any official traffic sign, signal, device or marking shall be liable to a penalty not exceeding twenty (20) dollars for each and every offense.

Section 4.

LOCATION OF BUS STOPS, TAXICAB STANDS AND LOADING ZONES – The location and the length of all bus stops shall be designated by the Board of Selectmen. The location of all taxicab stands and loading zones shall be designated by the Board of Selectmen.

Section 5.

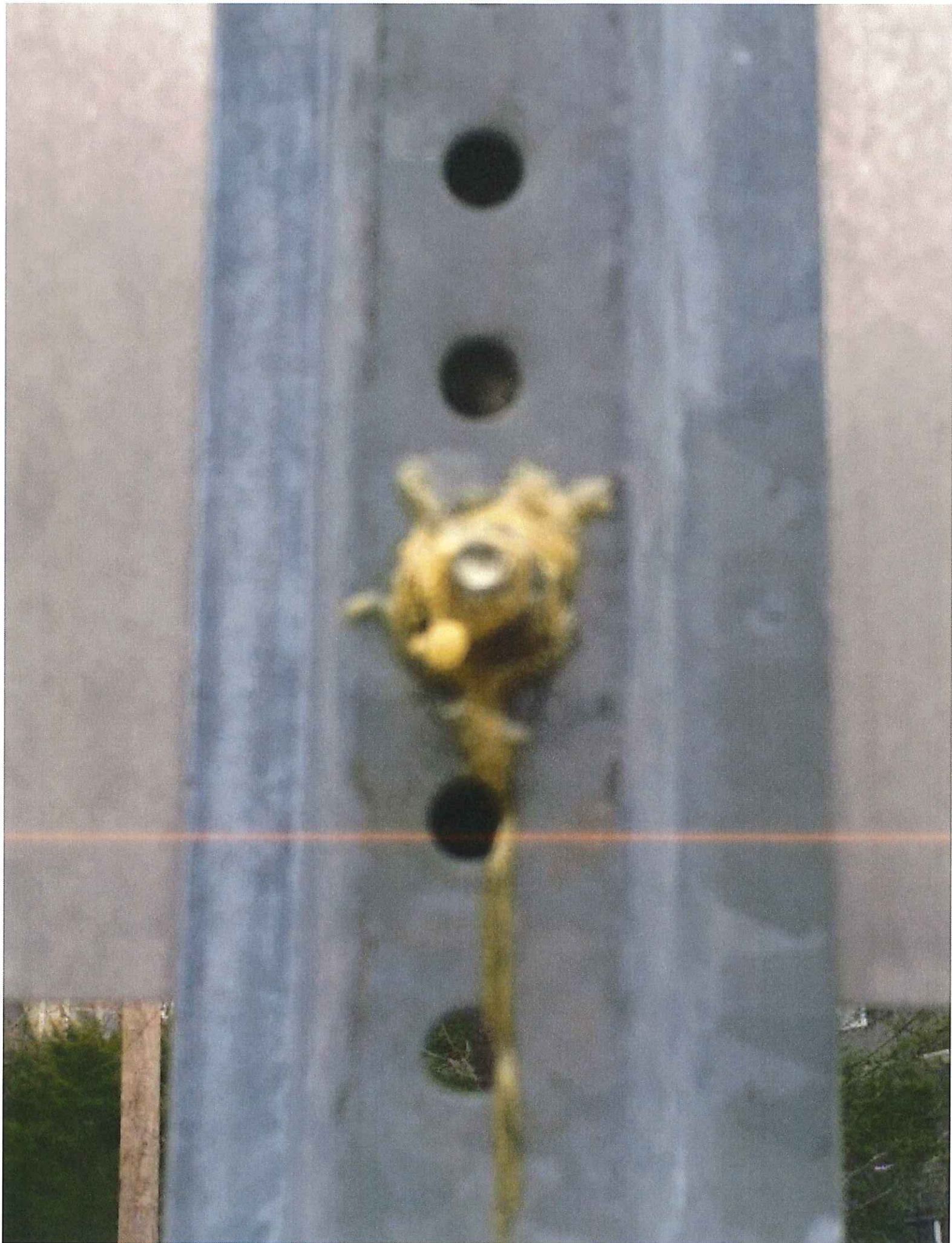




**NO
PARKING
HERE TO
DRIVEWAY**







NO
PARKING
HERE TO

DRIVEWAY





rom: "Perlo, Douglas" <dperlo@ficksman.com>
To: "mkrepelka@town.arlington.ma.us" <mkrepelka@town.arlington.ma.us>,
"smbyrne1987@gmail.com" <smbyrne1987@gmail.com>, "jcurro@alumni.tufts.edu"
<jcurro@alumni.tufts.edu>, "dunster@dandunn.org" <dunster@dandunn.org>,
"Greeleycom@AOL.com" <Greeleycom@AOL.com>, "dianemahon@verizon.net"
<dianemahon@verizon.net>
Cc: Rebecca Perlo <rebeccap@comcast.net>
Date: Thu, 19 May 2016 20:04:57 +0000
Subject: 40 Irving St No Parking Here to Corner sign

Dear Ms. Krepelka and Selectpersons,

Attached please find addition photographs of the continued inability for the public to understand the "No Parking Here to Corner" sign on Ravine street. As you will see, although the remainder of Ravine street is completely open with valid spaces, a driver chose to park in the one space that the sign is supposed to be regulating.

We believe that the current language of the sign does not adequately convey its meaning or intent, rather, it seems to convince people to park in the opposite way, by leaving legitimate spaces unused, and instead leaving cars in the disallowed space.

Could you please advise when this matter will be put back on your agenda?

Thank you

Rebecca and Doug Perlo

PLEASE NOTE NEW EMAIL ADDRESS

Douglas N. Perlo
Ficksman & Conley
98 N Washington St 500
Boston, MA 02114
617 557 8830
dperlo@ficksman.com





Board of Selectmen

22 December 2015

Arlington, MA

Dear Selectmen,

In December 1995 we purchased the home at 40 Irving St, at the corner of Ravine St. Our driveway opens onto Ravine Street.

Due to two different schools sharing the Parmenter School building on Irving St, teaching staff and parents often park their cars on Ravine St. We quickly found ourselves having great difficulty entering, but especially exiting, our driveway due to cars parked too close to its borders.

We came to you, or at least the board as it appeared in early 1996, to request a sign that would regulate the space closest to the north side of our driveway. You agreed, and approved a sign.

The DPW put up a sign that read “No Parking Here to Corner” in the location marked on the accompanying map as point A.

We quickly found that the general public did not seem to understand that the sign prohibited parking next to our driveway, and found ourselves often having to call for enforcement of the no parking area, but with no longterm positive effects. Taking the advice of one of the officers who came to ticket an illegally parked car, we began painting the curb, in the no parking area, yellow. We have continued doing so seasonally to this day. We also purchased reflective sign tape, with writing indicating the word Driveway in the proper sign font, and an arrow pointing right (south , toward the driveway edge). Now the sign read “No Parking Here to Driveway.” And it worked. For about 18 years.

In the fall of 2014, the sign was, inexplicably, removed. DPW had no explanation. Initially denying that a sign ever existed in that location, DPW were provided photos of the sign in place. DPW continued to refuse to replace the sign. Ms Reidy helped us find the minutes from our appearance before the board in 1996, and DPW agreed to replace the sign.

The sign placed (initially in the wrong spot, then rectified) by DPW states “No Parking Here to Corner” with no arrow. The teachers, parents and visitors have once again been parking in the space between the sign and our driveway edge. And they have chosen to interpret the sign as preventing parking between it and Irving St, thus trading three legal spots for one improper one.

To restore the situation to normal, we again purchased reflective stickers with the word Driveway and an arrow pointing to the right (south) and placed them on the sign. This, as we had learned so many years before, ended the problem.

The DPW does not want us to have a sign that actually gives parkers proper information. They have continually removed the stickers from the sign, leaving the sign insufficient to accurately notify parkers where they are and are not expected to leave their cars. Mr. Chouinard advises that his sign shop cannot make a sign without specific approval of its exact wording by the board of Selectmen. While we find it hard to believe that intelligent people cannot use their judgment to make a sign that is proven to work, we request that the board of Selectmen order a sign be placed in location A, which states “No Parking Here to Driveway,” with an arrow facing right (south). We suggest that such a sign will remove all doubt as to the allowed and prohibited parking spaces, and will restore the status quo for the last 19 years.

Thank you for your time and attention

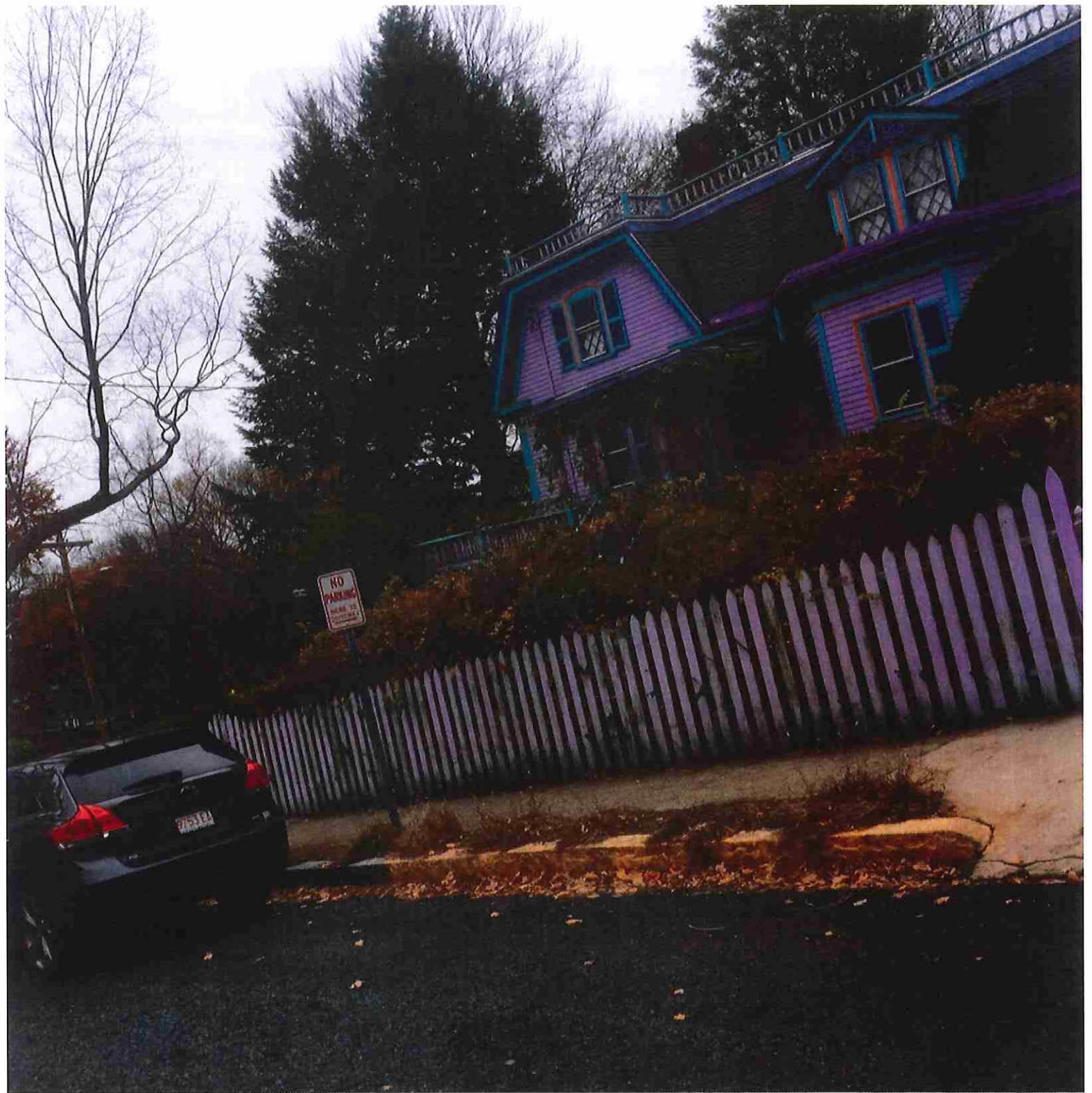
Rebecca and Doug Perlo

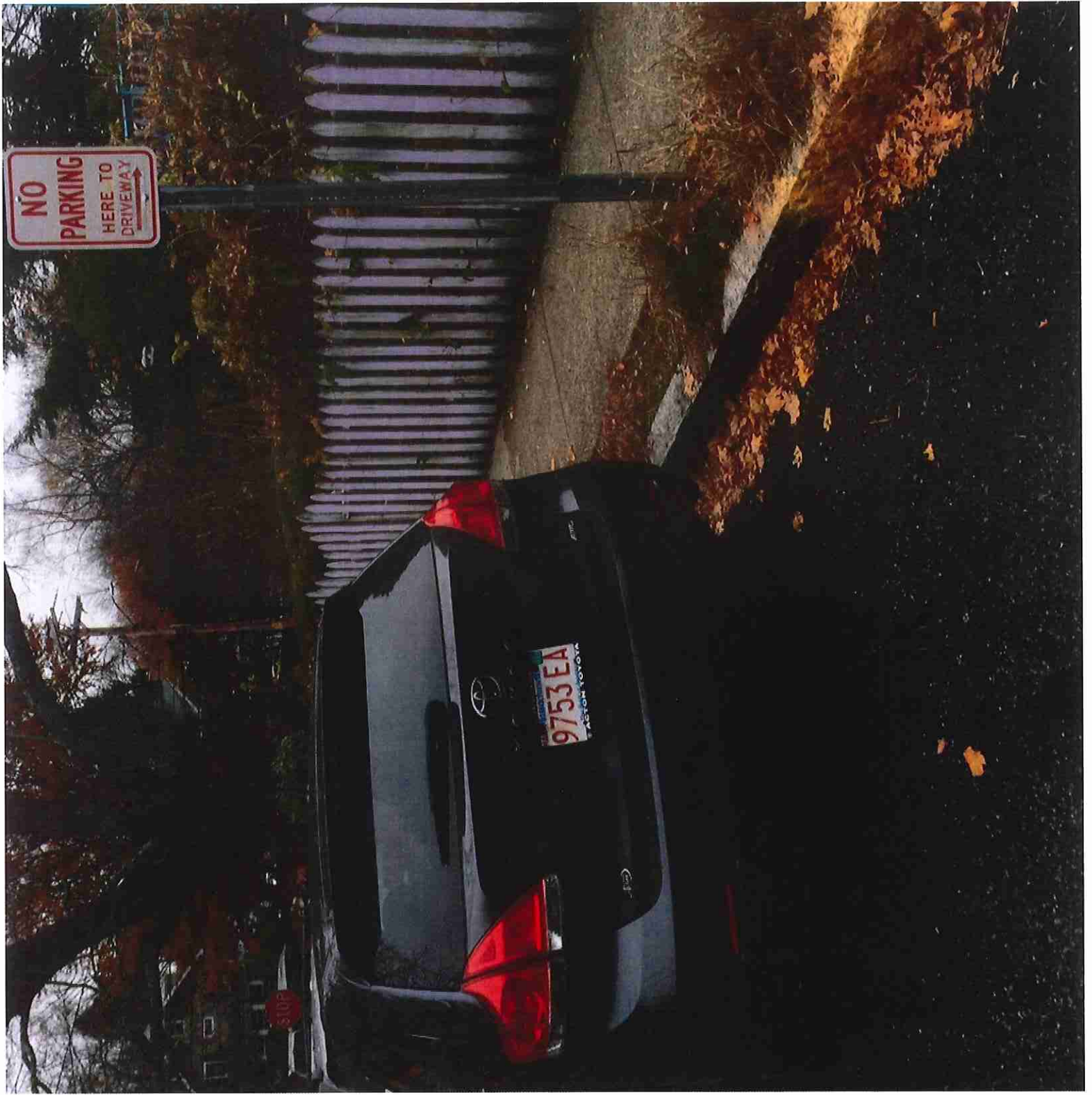
40 Irving St

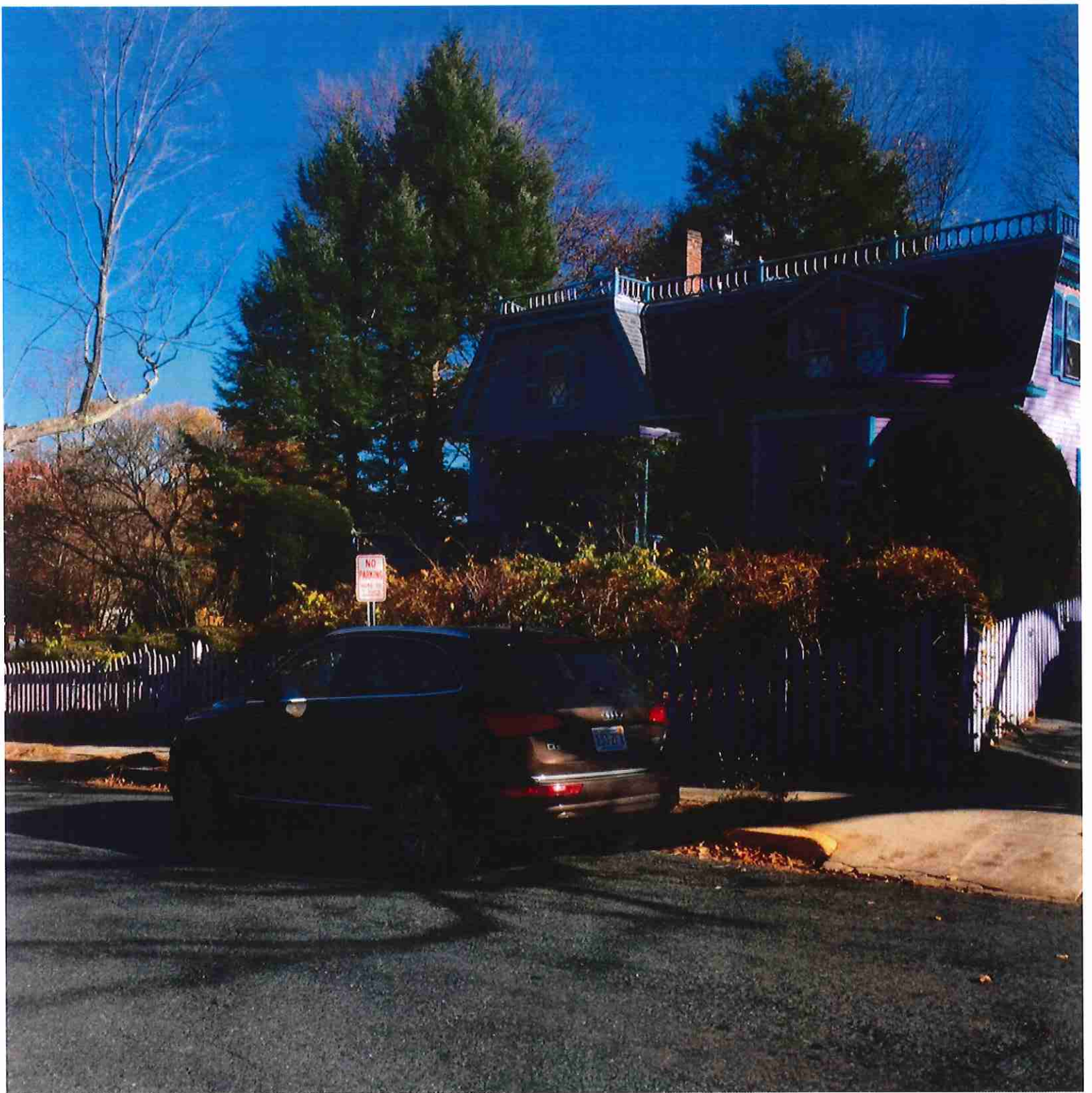
doug@perlo.net

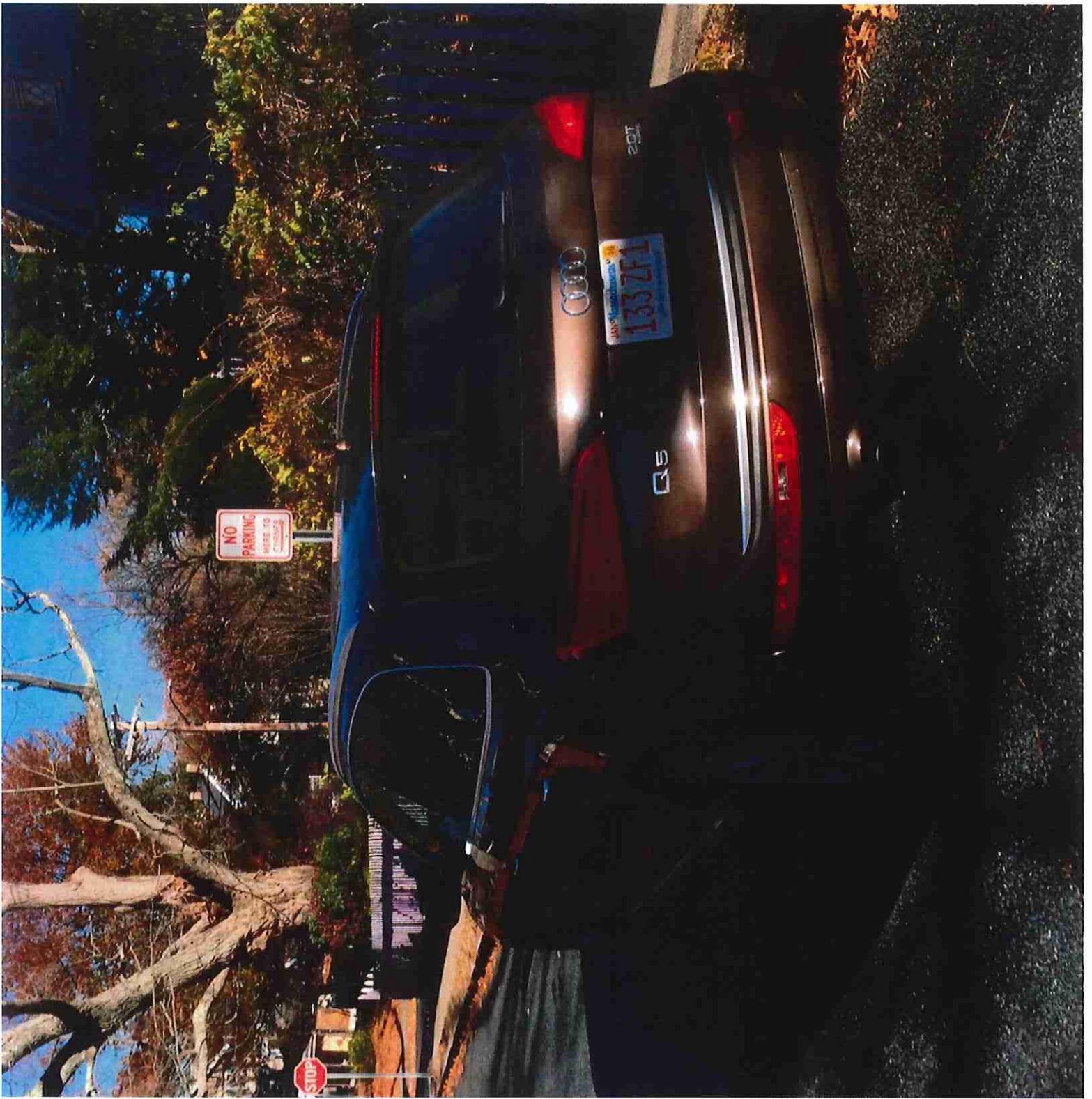
617 835 7584











TOWN OF ARLINGTON
BOARD OF SELECTMEN

Meeting Agenda
Monday, March 18, 1996
7:15 p.m.

Article 23 - Bylaw Amendment/Human Rights Commission

Chairman moved no action.

SO VOTED

Article 38 - Authorization to Enter Agreement/North East Solid Waste Committee

Chairman moved to table.

SO VOTED

Article 44 - Recoup Consultant Fees/Conservation Commission

Moved to table.

SO VOTED

Article 49 - Revolving Fund/Fox Library

Moved to approve.

SO VOTED

Article 50 - Revolving Fund/Private Way Repair

Moved to approve.

SO VOTED

Article 51 - Revolving Fund/Public Way Repair

Moved to approve.

SO VOTED

Article 53 - Education Reform

Article 54 - Special Education

Article 57 - Pension Adjustment for Retirees

Chairman moved to table above three articles.

SO VOTED

WARRANT ARTICLE FINAL VOTES AND COMMENTS

Article 15 - Contract Language/Female Percent of Work Force

Article 16 - Contract Language/Equal Opportunity

Article 24 - Bylaw Recodification Committee

Moved to approve above three articles.

SO VOTED

CITIZENS OPEN FORUM

A Mr. Paul Harrington expressed that he would like resolution over the ownership responsibility of a phone box on Washington Street. The Manager had conversations with Boston Edison about said matter. Mr. Harrington was referred to the Town Counsel for meeting.

A Ms. Boren of Irving Street came forth with photographs of her street to show evidence of a dangerous situation. Ms. Boren's request to have a no parking sign at the end of her street was declined by the Chief of Police. Ms. Boren indicated that she had another conversation with the Director of Police services later in which he indicated he would reverse his decision to deny the sign. The Manager indicated that he had experienced difficulty when driving in this area previously. The Chairman moved to amend the traffic rules by placing a no parking sign on the right side of Ravine Street to the corner of Irving Street. Voted unanimously.

Section 1.

GENERAL PROHIBITIONS: No person shall stand or park or allow, permit, or suffer any vehicle registered in his name to stand or park in any of the following places:

- (a) Within an intersection, except in those areas where the erection or installation of parking meters has been approved by the Department of Public Works of the Commonwealth of Massachusetts.
- (b) Upon any sidewalk.
- (c) Upon any crosswalk.
- (d) Upon a roadway where parking is permitted unless both wheels on the right side of the vehicle (or both wheels on the curb side of the vehicle on a one-way street and headed in the direction of travel) are within twelve (12) inches of the curb or edge of the roadway. This shall not apply to such locations where angle parking is permitted by these Rules and Orders.
- (e) Upon any roadway where the parking of a vehicle will not leave a clear and unobstructed lane at least ten (10) feet wide for passing traffic.
- (f) Upon any street or highway within ten (10) feet of a fire hydrant.
- (g) In front of any private road or driveway or within three (3) feet on either side thereof, moreover on the opposite side of any driveway in such a manner as to inhibit the entry or departure from same.
- (h) On a bridge or viaduct, provided signs are erected acquainting the operator of such regulation or restriction.
- (i) On the roadway side of any vehicle stopped or parked at the edge of curb of a street (double parking).
- (j) Within fifteen (15) feet of the way or driveway of a fire station or directly across the street from such fire station provided signs are erected acquainting the operator of such regulation or restriction.
- (k) Alongside or opposite any street excavation or obstruction, when such stopping, standing or parking would obstruct traffic.
- (l) At a bus stop, designated by a pole as a stopping place for busses within ten (10) feet measured along the outside edge of the sidewalk; or at a bus stop within the limits of official signs designating the limit of the bus stop at the curb or at the edge of the sidewalk.

- (m) Upon any roadway in such a manner as to obstruct the movement of any buses.
- (n) Adjacent to the center division strip or island placed upon and being part of any public way.
- (o) Upon any street or highway within twenty (20) feet of any intersecting way, except alleys.
- (p) Within a crossover.
- (q) Within fifty (50) feet of a traffic signal device provided signs are erected to notify of such regulation or restriction.
- (r) On any way in such a manner so as to interfere with the removal or plowing of snow, or removal of ice.

From: "Wayne Chouinard" <WChouinard@town.arlington.ma.us>
To: "Douglas Perlo" <doug@perlo.net>
Cc: "Corey Rateau" <CRateau@town.arlington.ma.us>, "Dan Warren" <dwarren@town.arlington.ma.us>, "Fran Reidy" <FREidy@town.arlington.ma.us>
Date: 11/19/2015 07:04 PM
Subject: Re: 40 Irving St No Parking Signs

Doug,

I am not sure the intent of the Selectmen's letter ever meant to include the word "driveway". From what I have been able to understand from our discussion is that the "driveway" lettering and the arrow pointing to your driveway were added by you.

I do not believe this sign ever had any validity. The sign approved by the Selectmen was/is an approved sign under MUTCD; Manual on Uniform Traffic Control Devices and the location is set based on local traffic & parking ordinances which is why it was never near your driveway.

The sign is not required in order to enforce parking within 20 feet of the Ravine/Irving intersection, but was allowed to be installed by the Selectmen at your request to reinforce the requirement due to the heavy parking usage observed at the time. If you would like to request anything different than what was specifically stated in the approval letter you will need to request this from the Selectmen. I would suggest a sketch with location/dimensions as well as the specific wording. Otherwise the sign shop cannot install it.

Wayne

From: "Corey Rateau" <CRateau@town.arlington.ma.us>
To: "Dan Warren" <DWarren@town.arlington.ma.us>, "MaryAnn Sullivan" <MSullivan@town.arlington.ma.us>
Cc: "Michael Rademacher" <MRademacher@town.arlington.ma.us>, "Paul Conroy" <PConroy@town.arlington.ma.us>, "Sean Kiernan" <SKiernan@town.arlington.ma.us>
Date: 12/05/2014 12:48 PM
Subject: Re: Irving at Ravine

Marry Ann,

I took a look at the sign. I think the wording on the sign is fine (it utilizes standard MUTCD wording), is the same standard that is used throughout town, and unlike whatever was there before, it directly reflects the language in the Selectmen's approval meeting notes. However, I do think that the original location of the sign would be more effective at maintaining the open corner. Also, the placement of the bottom of the sign is somewhat high (approximately 10 feet) and I feel if lowered somewhere closer to the minimum height requirement of 7 feet, perspicuity will be increased.

I spoke to Dan and he stated that he would have the crew take care of those changes. Once those changes are made, I don't see the need for any more.

Officer Corey P. Rateau
Arlington Police Department
Traffic and Parking Unit
(781)-316-3944 (Office) **NOTE NEW NUMBER**
(781)-316-3933 (Fax)
Email: CRateau@town.arlington.ma.us

-----Original Message-----

From: "Dan Warren" <DWarren@town.arlington.ma.us>

To: "MaryAnn Sullivan" <MSullivan@town.arlington.ma.us>, "Corey Rateau" <CRateau@town.arlington.ma.us>

Cc: "Michael Rademacher" <MRademacher@town.arlington.ma.us>

Date: Wed, 03 Dec 2014 06:56:44 -0500

Subject: Irving at Ravine

Maryann,

I've been going back and fourth with Doug Perlo (Purple house on the corner of Irving and Ravine)
The original sign that was taken down was a no parking sign with a home made arrow and some stick on mailbox letters from the hardware store.

The new sign we put up in it's place is a no parking here to corner sign that we moved closer to his driveway corner so no one can park next to his driveway.

This sign serves several purposes:

1. The no Parking Here to Corner sign is now the standard we use in place of that homemade sign and is consistent with around town.
2. The new placement of the No Parking Here To Corner sign does away with the need of the old homemade sign and by moving it closer to his driveway, does not allow a car to park on his driveway corner which was the intent of the original homemade sign.
3. The one sign and style is more in line with what we put out elsewhere in town and other than being more than 10 feet from the apex of the corner is basically the same set up. It is now one sign instead of two three feet apart saying basically the same thing.

Daniel E. Warren Jr.

Arlington Public Works

Highway Supervisor

Office: (781) 316-3318



Town of Arlington, Massachusetts

Vote and Approval: Cultural District Resolution

Summary:

Douglas W. Heim, Town Counsel

ATTACHMENTS:

Type	File Name	Description
▢	Reference Material Arlington_Cultural_District_2016.pdf	Resolution
▢	Reference Material Mass._Cultural_Council_Districts_Initiative.pdf	Draft Cultural District Application

OFFICE OF THE BOARD OF SELECTMEN

DIANE M. MAHON, CHAIR
DANIEL J. DUNN, VICE CHAIR
KEVIN F. GREELEY
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.



730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON MASSACHUSETTS 02476-4908

A resolution by the Town of Arlington's Board of Selectmen to create a state-authorized cultural district for at least (5) years to be named the Arlington Cultural District.

WHEREAS: The Town of Arlington wishes to pursue a state-authorized cultural district through the enabling legislation (M.G.L. Chapter 10, Section 58A); and

WHEREAS: The Town has a mixed-use geographical area that has a concentration of cultural facilities and assets; and

WHEREAS: The Town has held a public hearing and adopted a resolution proclaiming its interest in establishing a state-designated cultural district; and

WHEREAS: The Town has created a broad and diverse Managing Partnership of stakeholders committed to cultural, community and economic development to provide oversight of the district; and

WHEREAS: The Massachusetts Cultural Council will be petitioned in accordance with its guidelines and criteria to designate said cultural district.

NOW, THEREFORE, BE IT RESOLVED, that we, the members of the Arlington Board of Selectmen:

Article 1. Endorse the submission of this application and agrees to foster the development of a cultural district.

Article 2. Endorse the state-sponsored cultural district goals: attracting artists and cultural enterprises, encouraging business and job development, establishing tourist destinations, preserving and reusing historic buildings, enhancing property values, and fostering local cultural development.

Article 3. Shall appoint a Town official(s) to represent the Town within the Managing Partnership of said cultural district.

Article 4. Encourage all who own property or businesses within said cultural district to involve themselves and participate in the full development of the cultural district.

Article 5. Request Town agencies identify programs and services that could support and enhance the development of the cultural district and ensure that those programs and services are accessible to the cultural district.

Adopted on this 6th day of June, 2016.

_____	SELECTMEN
_____	OF THE
_____	TOWN
_____	OF
_____	ARLINGTON

A true record.

ATTEST:

By: _____
Board Administrator



Massachusetts Cultural Council - Cultural Districts Initiative -
FY16

Robbins Library
Application #CDI0077

Primary Contact: Ms. Andrea Nicolay
Phone: (781) 316-3201
Email: anicolay@minlib.net

Document Generated: Monday, June 6th 2016, 9:44 am

Applicant Profile

Applicant Type

Organization

Legal Name

Robbins Library

Address1

700 Massachusetts Ave.
Arlington, Massachusetts 02476
UNITED STATES

Telephone

(781) 316-3201

Primary Contact

Ms. Andrea Nicolay

Phone: (781) 316-3201

Email: anicolay@minlib.net

Applicant Status

Government - Municipal

Applicant Institution

Library

Applicant Discipline

Multidisciplinary

Grantee Race

No single group

FEIN / TAX ID

04-6001070

DUNS Number

000000000

Web Address

<http://>



Massachusetts Cultural Council - Cultural Districts Initiative -
FY16

Robbins Library
Application #CDI0077

Primary Contact: Ms. Andrea Nicolay
Phone: (781) 316-3201
Email: anicolay@minlib.net

Document Generated: Monday, June 6th 2016, 9:44 am

City/Town Information

Chief Elected Official Name

Kevin F. Greeley

Chief Elected Official Title

Chairman, Board of Selectmen

Telephone

781-316-3020

Email

mkrepelka@town.arlington.ma.us

Population of City/Town

42,844

Median Household Income

\$106,280

Will the city/town be submitting more than one application for a cultural district designation in the next 12 months?

No

If yes, how many?



Massachusetts Cultural Council - Cultural Districts Initiative -
FY16
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3rd Party Managing Entity (if relevant)

If the municipality is managing the cultural district, leave this form blank.

Legal Name of Organization

Telephone

Primary Contact

Organization Status

FEIN/TAX ID

Date of non-profit incorporation



Massachusetts Cultural Council - Cultural Districts Initiative -
FY16

Robbins Library
Application #CDI0077

Primary Contact: Ms. Andrea Nicolay
Phone: (781) 316-3201
Email: anicolay@minlib.net

Document Generated: Monday, June 6th 2016, 9:44 am

Cultural District Information

Name/Title of District

Arlington Cultural District

How was the name of the cultural district decided?

Extensive discussion among stakeholders, including a public meeting on April 16, 2015 and a public charrette on June 25, 2015.

Identify the boundaries of the district by street name with directional coordinates, and number of square blocks.

42 approximately square blocks of various sizes

Northwest corner: Intersection of Mill St. and Minuteman Bikeway;

North peak: Intersection of Chestnut and Medford Streets;

Northeast corner: Intersection of Trowbridge & Warwick Streets;

Southeast corner: 13 Milton St.

South peak: 60 Pond Ln. (Arlington Boys & Girls Club site);

Southwest corner: 7 Jason St. (Jason Russell House, @ intersection of Mass. Ave. & Jason St.)

List any zoning overlays, municipal incentives or special designations that would have relevance to a state-designated cultural district (e.g. municipally designated cultural district, artist overlay zoning, Chapter 40-R). Please submit relevant reports as supplemental documents, following the instructions for supplemental materials in the Cultural District Initiative guidelines.)

The proposed cultural district is bisected by the Battle Road Scenic Byway (Massachusetts Avenue), which celebrates Arlington's role in the War for Independence. It encompasses two of Arlington's commercial districts: Arlington Center and Capitol Square. The proposed cultural district overlaps four of Arlington's seven Historic Districts listed on the National Register of Historic Places. These historic districts include: Avon Place, Central Street, Jason/Gray, and Pleasant Street districts.



Massachusetts Cultural Council - Cultural Districts Initiative - FY16

Robbins Library
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Cultural District Narrative

Background Information

Describe the characteristics of the district. What makes the proposed district unique?

Arlington's cultural amenities are distributed along the linear settlement pattern of the town's industrial and Revolutionary past. Mill Brook and the adjacent Boston and Lowell railroad line-now the Minuteman Bike Path-are the corridors of commerce along which the town grew. Arlington's early industrial heritage is celebrated at Cook's Hollow Park, site of the town's first mill. Many other historic sites lie along the Battle Road, another east-west corridor, now known to all as Massachusetts Avenue. Mass. Ave.-along with its eclectic mix of stores and restaurants, the ever popular bike path, and the parks and recreational facilities located along Spy Pond-all serve as the primary connecting elements of Arlington Cultural District's many contributing assets.

Arlington's built environment reflects its rich and multi-faceted history. Historical and architectural integrity is reflected throughout the many local historic districts within the proposed Cultural District. The town's centrally located municipal block is an impressive collection of Beaus Arts and Federal Style buildings surrounding the Winfield Robbins Memorial Garden, designed by the celebrated firm of Frederick Law Olmstead and featuring sculptures by Arlingtonian Cyrus Dallin. The Cyrus Dallin Art Museum, dedicated to advancing the renowned sculptor's legacy, is located steps away in Arlington Center.

Arlington is acclaimed for its vast array of restaurants that offer more than a dozen ethnic cuisines, and sponsor musical performances, and exhibitions by local artists. Cinema, concerts, and theater also draw visitors and residents to the Capitol Theater, Regent Theater, and Arlington Friends of the Drama. Other performance venues include the theater at the Arlington Center for the Arts, which also houses artist studios and offers art classes and other cultural programs for all ages.

The essence of Arlington's cultural scene is found in the palpable energy generated by a community of volunteers, business owners, artists, visionary leaders of non-profit organizations, committed town employees, and passionate residents. The District hosts countless cultural activities for all ages - walking tours, open studios, workshops, performances, festivals, art openings and exhibits, gallery talks, folk dances, poetry readings, pop-up public art events, and so much more.

Give examples of important cultural, historical and recreational facilities in the district.

Jason Russell House (site of the bloodiest battle of April 19, 1775); Smith Museum (contains Arlington-related exhibits and houses the Arlington Historical Society's collection); Cyrus E. Dallin Museum (features information and works of American sculptor known for the Appeal to the Great Spirit and Paul Revere); Arlington's public libraries: the main Robbins Library in Arlington Center and the Fox Branch Library in East Arlington; Arlington Center for the Arts (offers classes, workshops, theater, gallery space, and coordinates town-wide arts initiatives including Porchfest); Regent Theater and Capitol Theater (2 distinct theaters in Arlington Center and East Arlington respectively, offering live performance, film festivals, and feature films for all ages); Town Hall garden (public garden bracketed by Town Hall and the Robbins Library); Wood & Strings (shop/place for musicians and visitors to gather information about musical events).

Give examples of cultural programs that have taken place in the district in the last 12 months and any significant upcoming events.

Arlington Public Art transformer box art by local artists and the annual Chairful Where you Sit exhibit and fundraiser.

Arlington Author Salon, a quarterly reading series held at Kickstand Cafe, co-sponsored by the public library, Book Rack, Kickstand Cafe, and GrubStreet.

Coffeehouse Concerts at St. John's Church and Coffeehouse featuring local and regional folk musicians.

True Story Theater's "Arlington's Living Brochure" performance series funded with a grant from the National Endowment for the Arts and held in various Arlington venues on a monthly basis.

Patriots Day Parade annually along Mass Ave. on Patriots Day weekend.



Massachusetts Cultural Council - Cultural Districts Initiative - FY16

Robbins Library
Application #CDI0077

Primary Contact: Ms. Andrea Nicolay
Phone: (781) 316-3201
Email: anicolay@minlib.net

Document Generated: Monday, June 6th 2016, 9:44 am

Arlington Town Day street festival celebrating town life, which features nearly every artistic, cultural, civic, educational and retail entity in town, plus town committees and volunteer groups.
Books in Bloom biennial fundraiser for the Arlington Garden Club and the Friends of the Robbins Library featuring local florists' arrangements around literary themes and held after-hours at the library.
Open Studio at Arlington Center for the Arts.
Arlington Historic Society lecture series.
Feast of the East street festival in East Arlington celebrating the cultural, culinary, and artistic bounty of the neighborhood.
Lectures, sculpture workshops, and Art on the Green art at the Cyrus Dallin Art Museum.
Four performances annually at Arlington Friends of the Drama.
First Lights & concerts sponsored by the Chamber of Commerce.
Arlington Children's Theater productions.
Elements, an annual Art Rocks Spy Pond public arts project.
Historical walking tours offered by Arlington Walking Group.
Monthly "Beehive Poets" activities organized by Arlington's Poet Laureate.
Romancing the Square, Valentine's weekend of art and poetry, including a "tree bombing" with hearts and yarn by the Mystic LGBT Youth.
Day of the Dead Fiesta, with authentic altar and participation from local Mexican-American residents.

Describe how the city or town's public amenities enhance the district.

Arlington's Visitor Center, located in Arlington Center adjacent to the Minuteman Bikeway, ties the district together by offering materials that guide arts patrons to events. The Cutter House grounds, located across the street from the Visitor Center, feature old railroad tracks and a quiet retreat under the trees in the center of the bustling downtown district. Public benches along Massachusetts Ave offer resting spots for pedestrians traveling along the district route. A new streetscape for Massachusetts Ave, part of the town's Master Plan to improve safety and accessibility for all, includes a bike lane and strategic curb cuts and bump-outs. The Robbins Library and Fox Branch Library offer numerous amenities: public wifi, restrooms, free space for non-profit group meeting and events, and respite from the elements. Outdoor public spaces and gardens can be found throughout the district including Spy Pond park, Town Hall garden, and the Jason Russell House (Smith Museum) lawn.

Vision and Goals

Why does your city and town want to become a state designated cultural district?

The momentum for civic support of arts and culture in Arlington is strong and a state cultural district designation offers an opportunity for multiple efforts to cohere around a unified plan. With a cultural district designation, Arlington joins a prestigious list of Massachusetts towns and cities that have realized district benefits such as job development, increases in property value, greater ability to attract artists and cultural enterprise, and a stronger partnership between the business community and the non-profit and civic sectors. Cultural district designation brings the many diverse working groups and organizations together to work towards a common goal, and enhances eligibility and readiness for large grant applications.

Outline the vision for the cultural district

The Arlington Cultural District highlights the Town's abundant local talent and weaves it into the landscape of creative businesses, restaurants, open spaces and historical attractions to make Arlington a rich cultural destination with a thriving local economy. As the spine of the District, the Mass Ave corridor provides a welcoming environment with an attractive streetscape, inviting signage, wayfinding, and lighting. Sidewalk cafes, playful public art, buskers, and public markets beckon passersby. Partnerships and collaborations between businesses and non-profit cultural organizations result in a wealth of cultural opportunities, allowing both visitors and residents alike to experience the creative energy of Arlington's diverse and vibrant community.

Outline the goals for the district and how they relate to the goals of the Cultural District Initiative.



Massachusetts Cultural Council - Cultural Districts Initiative -
FY16

Robbins Library
Application #CDI0077

Primary Contact: Ms. Andrea Nicolay
Phone: (781) 316-3201
Email: anicolay@minilib.net

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The mission of the Arlington Cultural District ("ACD") is to support the artistic, creative and cultural assets located within the designated district and the town, and to promote the same to surrounding communities and the region. The goals of the district are: 1) attract artists and cultural enterprise; 2) create a stronger partnership between the business community and the nonprofit and civic sectors; 3) encourage job development and economic vitality; 4) establish tourist destinations; 5) preserve and reuse historic buildings; and 6) enhance property values. The goals of Arlington's Cultural District are in line with the goals of the Massachusetts cultural districts designation initiative, as defined by legislative statute.

Elaborate on any past accomplishments as well as future plans to maximize the potential of the cultural organizations, real estate opportunities and cultural programs in the district as they relate to the goals.

Arlington has been proactive in planning for the town's future. Many recent, ongoing, and upcoming initiatives support the town's cultural economy and cultural programing, enhance the town's unique character and the quality of life for residents, and promote tourism.

Arlington's Master Plan sets forth a planning and development vision for the town, as well as implementation steps and goals resulting from that vision. The Master Plan, adopted in May 2015, envisions civic connections that encourage social interaction and foster a sense of community. The plan considers:

- Open spaces & corridors that link neighborhoods
- Thriving business districts
- Living & working opportunities for all
- Stewardship & promotion of our historic heritage
- Cultural & recreational resources that provide shared experiences
- Natural systems in ecological balance
- A walkable public realm where residents meet their neighbors
- A shared interest in community-wide fiscal health

Arlington voters also approved adoption of the Community Preservation Act (CPA) in November 2014 with the Act to begin funding projects in FY2017. Arlington recently approved a Community Preservation Plan, which provides a summary of the Town's resources and needs and defines the goals and objectives of the Community Preservation Committee.

The town is now completing the first phase and planning for the second phase a comprehensive redesign of Massachusetts Avenue, the central corridor of the proposed cultural district. The East Arlington phase involved a significant redesign including narrowing the street, adding bike lanes, and installing new sidewalk surfaces, street furniture and landscaping. These changes were designed to make the area more pedestrian and bike friendly. Now the town is supporting public art initiatives with the goal of contributing to the economic vitality, sense of place, and community spirit of the neighborhood. After listening to the community and identifying themes during an extensive community process, Arlington Public Art is launching several events which emphasize public participation. The Arlington center phase involves reconstruction of the roadway and improvements to curbs, sidewalks, lighting, street trees, street furniture, and more in the project area.

The Arlington Commission for Arts and Culture recently received a Technical Assessment Grant from the Metro Area Planning Council to enable the town to pursue a cultural plan in the upcoming year.

Describe any relevant zoning, planning or financial tools that will be utilized in the district.
TED TO COMPLETE

Outline the action plan for the first six months following designation.

1. Pursue a marketing plan and brand
2. Investigate options for a shared events calendar
3. Identify sources of funding for printed calendar
4. Hold two meetings of the managing partnership



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5. Investigate how cultural district could be factored into the cultural plan the town is pursuing
6. Determine best practices for regular outreach with stakeholders
7. Purchase and install cultural district signs.
8. Identify means to visually connect East Arlington and Arlington Center.

Based on the goals for the district, Identify and describe the evaluation methodology to be used in measuring the district's impact. Be specific and concrete. Include information about how the project's impact will be tracked and linked to relevant statistical, economic impact and audience participation measurements.

JENNY/TED TO EDIT:

Feedback from public meeting:

- restaurants' activity (tax revenue increase from hotel and restaurants)
- more publicity in the Globe (google news search, you can see how many diff references come up)
- more business support for the arts - measure by having more money for the arts (more sponsorship of events), no empty storefronts! Pop up stores could be a measure of success.
- examples (#s) of businesses arriving vs leaving
- sheer number of ideas - did they turn into actual events? Rate of realization of our dreams
- Passport program where we fill our passport with things that go on in district, and something happens when you get there, to incentivize going to events.
- when town does a brick-and-mortar project, incorporate public art /art element from day one. (percent for art program)
- Eliza about snapchat geo tag?? Puts Arlington on the map - placemaking in the social media sphere
- increase in memberships in organizations as a measure of success



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Public/Private Partnership & Management Narrative

Outline the plan for overseeing and managing the district and the district partnership. Include information about how decisions be made for/by the district; how often the partnership will meet; whether there will be a staff person assigned to administer the cultural district's goals; and who the staff person will report to on a day to day basis.

The Town of Arlington and the Arlington Cultural District Managing Partnership (MP) have partnered to establish the Arlington Cultural District. Upon recognition by the Commonwealth of Massachusetts as a designated cultural district, the MP becomes the management entity of the ACD. The MP will be accountable to the Town of Arlington as the governing authority of the ACD. The list of partners may be revised or added to at the discretion of the MP with a majority vote. Any member of the partnership may withdraw at any time or be removed by majority vote of the MP. There shall be a minimum of five core managing partners in the MP consisting of one representative from Arlington's Libraries, one representative from the Town of Arlington Planning and Community Development Department, one representative from the Arlington Center for the Arts, one representative of the Arlington Chamber of Commerce, and one representative of an East Arlington business or organization. Each partner shall name an individual authorized to represent them in participating in ACD decision-making and activities. Each partner agrees to respond to email communications from the Coordinator, and access materials distributed via the Arlington Cultural District directory in Google drive (or a similar cloud storage method to be determined by the Coordinator). There will be a quarterly meeting of the MP. All partners are expected to attend. MP partners will also be authorized to take votes at meetings.

Describe the strategy that will be established to ensure that all the district's partners and stakeholders are kept up to date about opportunities and decisions.

The "Coordinator" within the MP is responsible for scheduling meetings, creating and disseminating agendas, designating a minutes-taker at meetings, distributing minutes, establishing communications methods and keeping the ACD directory up to date.

Describe any current collective marketing efforts in your community.

There are collective marketing efforts that promote the entities in the proposed cultural district. The Chamber of Commerce promotes businesses and non-profits with regular events, e-newsletters, and promotions. The Town of Arlington has a Public Information Officer who sends email alerts about town-wide events (cultural and general) to approximately 15K residents. Annual events like Town Day in Sept. and Arlington Alive in June promote all who are involved: non-profit, for profit, and town committees and groups. The Visitor Center is a volunteer-run depot for pamphlets from organizations across town. The Arlington Commission on Arts and Culture has a web calendar for town cultural events and a strong Facebook presence. The Arlington Artists Group has an active Facebook presence. The Arlington Cultural Council shares updates on arts and cultural events, particularly those funded by ACC grants. The Capitol Square business assoc. promotes cultural events in East Arlington.

Describe the marketing and promotion plan for the district. Include information about developing a brand for the district; a promotion strategy; and social media plan.

The "Marketing Czar" role within the defined roles of the managing partnership will have a Within our first six-month plan, the managing partnership intends to develop a marketing plan and brand for the district. We are pursuing a print calendar of events and a website that can be populated by cultural organizations in Arlington. We will also be considering a means for communicating promotional information and public relations process to stakeholders within the district.



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Management Team

Name of Organization 1

Arlington Chamber of Commerce

Contact

Elizabeth Locke

Address

611 Massachusetts Avenue

City, State, Zip

Arlington, MA 02474

Type of organization

Chamber of Commerce

Telephone

781-643-4600

Email

info@arlcc.org

Role and qualifications

Name of Organization 2

Robbins Library

Contact

Andrea Nicolay

Address

700 Massachusetts Ave

City, State, Zip

Arlington, MA 02476

Type of Organization

Public Library

Telephone

781-316-3201

Email

anicolay@minlib.net

Role and qualifications

Arlington's libraries are vital community centers for all. Library staff, trustees, and volunteers create opportunities for lifelong learning, personal fulfillment, and enjoyment that make Arlington a great place to live, work, study, and visit.



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Name of Organization 3

Arlington Center for the Arts

Contact

Linda Shoemaker

Address

41 Foster Street

City, State, Zip

Arlington, MA 02474

Type of Organization

Non-profit - cultural organization

Telephone

781-648-6220

Email

linda@acarts.org

Role and qualifications

Name of Organization 4

Arlington Friends of the Drama

Contact

Judy Weinberg

Address

22 Academy Street

City, State, Zip

Arlington, MA 02476

Type of Organization

Non-profit community theater

Telephone

617-930-8154

Email

judylynnweinberg@gmail.com

Role and qualifications

Name of Organization 5

Capitol Square Business Association

Contact



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Jan Whitted

Address

212A Mass Ave

City, State, Zip

Arlington, MA 02474

Type of Organization

Business Community Association

Telephone5

781-646-2200

Email

Jan@artbeatonline.com

Role and qualifications

Collaboration of independent businesses in Capitol Square that hosts five large public cultural events as well as frequent pop-up events.

Name of Organization 6

Arlington Historical Society

Contact

Pamela Meister

Address

7 Jason Street

City, State, Zip

Arlington, MA 02476

Type of Organization

Non-Profit

Telephone

781-646-8024

Email

pamela@themeisters.net

Role and qualifications

The Society is dedicated to preserving the Jason Russell House and the Society's collections, and to discovering and sharing information about Arlington's history. For more information, visit arlingtonhistorical.org or call 781-648-4300.

Name of Organization 7

St. John's Coffeehouse Concerts

Contact



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Charlotte R. Pierce

Address

74 Pleasant St.

City, State, Zip

Arlington, MA 02476

Type of Organization

Concert Series: Folk/Americana, Classical, World

Telephone

781-258-9608

Email

stjohns02476@gmail.com

Role and qualifications

I've been producing this concert series since March 2012. Volunteers from the parish are our crew. We offer neighbors a discount, and proceeds benefit the Food Pantry and Affordable Housing (HCA). I'm also a publisher and president of IPNE.org.

Name of Organization 8

Cyrus Dallin Art Museum

Contact

Aimee Taberner

Address

611 Massachusetts Avenue

City, State, Zip

Arlington, MA 02474

Type of Organization

Art Museum

Telephone

(781) 641-0747

Email

info@dallin.org

Role and qualifications

The mission of the Museum is to advance the legacy Cyrus E. Dallin, a celebrated American sculptor who lived and worked in Arlington. The museum serves as a vital educational resource for the community of Arlington and beyond.

Name of Organization 9

Contact



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Address

City, State, Zip

Type of Organization

Telephone

Email

Role and qualifications

Name of Organization 10

Contact

Address

City, State, Zip

Type of Organization

Telephone

Email

Role and qualifications

Name of Organization 11

Contact

Address

City, State, Zip

Type of organization

Telephone

Email

Role and qualifications

Name of Organization 12

Contact

Address



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City, State, Zip

Type of organization

Telephone

Email

Role and qualifications

Name of Organization 13

Contact

Address

City, State, Zip

Type of organization

Telephone

Email

Role and qualifications

Name of Organization 14

Contact

Address

City, State, Zip

Type of organization

Telephone

Email

Role and qualifications

Name of Organization 15

Contact

Address

City, State, Zip



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Type of organization

Telephone

Email

Role and qualifications

List other organizations that are collaborating on the initiative.



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Cultural Assets Inventory

Cultural Assets

of Theaters

3

of Museums

3

of Movie houses

1

of Cultural centers

2

of Art galleries

2

of Performance spaces

11

Special Events

of Annual festivals

7

of Farmers markets

1

of Restaurant weeks

2

of Open studios

1

of Gallery nights

1

of Concerts

5

of Walking tours

2

Historic Assets

of Buildings listed on National Historic Register

13

of Historic districts or corridors

1

Artists Production Spaces



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of Live/Work studios

2

of Work studios

3

of Rehearsal spaces

2

of Recording studios

1

of Film studios

0

of Creative Economy Businesses

1

If you have an asset that is not on the list above please describe it and quantify it here. Use this space to explain any asset listed.



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Public Infrastructure & Amenities Inventory

Public Space & Amenities

Public Gardens
Public Plazas/Commons
Public Art
Waterway

Public Buildings

Convention or Civic Center
Library
Tourism /Visitor Centers
Public restrooms

List any additional, relevant public buildings here.

Transportation Amenities

Pedestrian path
Bicycle path
Public Transportation
Parking

Way finding

Special signage
Self-guided walking tours

Technology

Public Wi-Fi Zones

If you have a public amenity that is not listed above, please describe it here.



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Marketing

Collective Marketing Checklist

- Brochure
- Postcards
- Banners
- Map
- Web site
- Social media
- Email blasts
- Newsletters or e-Newsletters
- Member of regional tourism entity
- Online cultural calendar
- Advertising - newspaper
- Advertising - radio
- Advertising - web
- Advertising - television
- Familiarization tours
- Visitor booths
- Cultural ambassadors

If you have a marketing tool that is not on the list above, please describe it here.



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Incentives: Planning & Financial Tools Checklist

Check the relevant zoning, planning and/or financial tools that have been implemented in the proposed cultural district:

Overlay Zoning/Special Designation

Planning

Economic Market Analysis
Community Development Plan
Historic Property Survey

Financial Tools

If there is an incentive being utilized that is not listed please identify it here:

For the items you identified above, indicate if the incentive currently applies to, or is implemented in, the cultural district.

For the items you identified above, note start dates here:



Town of Arlington, Massachusetts

Endorsement of Scenic Byway Grant

Summary:

Adam W. Chapdelaine, Town Manager

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	MEMO_Grant_Scenic_Byway_6_6_16.pdf	Memorandum to Board
▢ Backup Material	FW_MOU_Battle_Road_Scenic_ByWay.pdf	MOU - Grant
▢ Backup Material	BattleRoadBywayCommittee_MOU_signed_s.pdf	MOU - Original



**Town of Arlington
Office of the Town Manager**

Adam W. Chapdelaine
Town Manager

**730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us
Website: www.arlingtonma.gov**

To: Board of Selectmen

From: Adam W. Chapdelaine, Town Manager

RE: Endorsement of Grant for Scenic Byway Committee

Date: June 2, 2016

This agenda item requests that the Board vote to endorse the Scenic Byway Committee's acceptance of a \$5,000 grant from the Freedom's Way Heritage Association. The Memorandum of Understanding related to the grant is attached for your review, as well as the original Memorandum of Understanding that the Town originally signed upon the establishment of the Scenic Byway Committee.

I would be happy to answer any questions that the Board may have in regard to this matter.

Memorandum of Understanding between Freedom's Way Heritage Association and the Battle Road Scenic Byway Committee

Overview: In support of our mission to connect the people, places and communities of the Heritage Area through preservation, conservation and educational initiatives to protect and promote shared resources and encourage residents and visitors to explore the region's landscape, history and culture, Freedom's Way Heritage Association (FWHA) agrees to partner in the amount of **\$5,000.00** with the Battle Road Scenic Byway Committee (Richard Canale, Chair) in support of community outreach activities that promote the scenic byway.

Scope of Work:

The scope of work covers activities related to byway planning and implementation as detailed in the 2011 Battle Road Scenic Byway: Road to Revolutions Corridor Management Plan completed within FY 2016 (October 1, 2015 through September 30, 2016).

Partnership Requirements:

- Be a paid member of Freedom's Way
- Display/Acknowledge Freedom's Way and the National Park Service as a partner on the organization/project homepage
- Include on all promotional materials funded by FWHA (print, video, web) in whole or in part the Freedom's Way logo and the text "Funded, in part, with support from Freedom's Way Heritage Association"
- Acknowledge Freedom's Way support in all press releases and similar communications
- Provide the organization/project's annual budget
- Provide the organization/project's final actual year-end revenue and expense report *including information about revenue sources*
- Collect and provide volunteer/in-kind data throughout the life of the project (FWHA records volunteer hours quarterly on the 15th of March, June, September and December)
- The project/program spends and or donates in goods or services at least double the amount of the grant awarded by the Freedom's Way Heritage Association

The signatory further certifies that she/he has been authorized by the appropriate governing body to agree to the terms and conditions set forth in this Memorandum of Understanding. By entering into this agreement you acknowledge your organizations intent to comply with all applicable federal laws and regulations.

Patrice Todisco, Executive Director

Date

Richard Canale, Chair Battle Road Scenic Byway Committee

Date

MEMORANDUM OF UNDERSTANDING

by and between

the **Town of Arlington**, the **Town of Lexington**,
the **Town of Lincoln**, the **Town of Concord**,
and the **Minute Man National Historical Park**

for the purpose of establishing a permanent management entity for
The Battle Road Scenic Byway: Road to Revolutions

WHEREAS, the Battle Road Scenic Byway: Road to Revolutions (the Byway) is a route through the towns of Arlington, Lexington, Lincoln, and Concord (the Towns) following the approximate path of British regulars on April 19, 1775 during the battles that marked the start of the American Revolution, and passing many sites of cultural and historical importance; and

WHEREAS, the Byway was officially designated a Massachusetts State Scenic Byway in 2006 with the intention of recognizing, protecting, and enhancing its unique resources, and this designation was expanded in 2012; and

WHEREAS, the Metropolitan Area Planning Council (MAPC) worked closely with the Towns, the Minute Man National Historical Park (the Park), and the Massachusetts Department of Transportation (MassDOT), to produce the Battle Road Scenic Byway Corridor Management Plan (the Corridor Management Plan), funded by the Federal Highway Administration's National Scenic Byway Program with a matching grant from the Massachusetts Highway Department, for the purpose of proposing strategies to manage transportation, land use, and tourism along the Byway, and was completed with the approval of the Towns in May, 2011; and

WHEREAS, the Towns and the Park seek to establish a permanent management entity for the Byway to carry out the Corridor Management Plan; and

WHEREAS, a task force with representation from the Towns and the Park was convened in the spring of 2013, with assistance from MAPC funded by the District Local Technical Assistance program, for the purpose of defining the structure and membership of such a management entity;

NOW THEREFORE, the Towns and the Park agree as follows:

I. ESTABLISHMENT OF A BYWAY MANAGEMENT ENTITY

1. The Towns and the Park shall form a permanent committee to be known as the Battle Road Scenic Byway Committee (the Byway Committee) with representation from each of the Towns and the Park for the purpose of carrying out the activities of the Corridor Management Plan and serving as the decision-making body for Byway-related issues. The Byway Committee as defined in this Agreement is not an independent legal entity.

2. The Byway Committee shall have a Fiscal Agent, to be selected by the Committee, which shall be responsible for receiving and disbursing funds, keeping financial records, and providing basic administrative services, as required. The Committee and Fiscal Agent shall specify the terms of services to be provided in a memorandum of understanding.

3. The Byway Committee shall create a Stakeholders Advisory Group comprising representatives from a broad range of interest groups involved in Byway-related activities. Members of the Stakeholders Advisory Group shall provide input to inform the Byway Committee's decisions, and shall support specific Byway-related tasks as directed by the Byway Committee.

II. PURPOSE

Byway Committee

1. The Byway Committee shall have functions and responsibilities including but not limited to:

- a. Developing and publishing an annual work plan and priorities for Byway management activities that advance the Corridor Management Plan
- b. Leading the effort to secure Byway funding from grants or other sources, including requesting funding from the Towns as necessary
- c. Developing an annual budget
- d. Convening regular meetings of the Stakeholders Advisory Group and encouraging broad participation to provide a public forum for the discussion of Byway management-related issues
- e. Establishing and directing sub-committees tasked with carrying out specific Byway management tasks
- f. Appointing members of the Stakeholders Advisory Group to sub-committees of the Committee
- g. Submitting an Annual Report to the four Town Boards of Selectmen; Town Planning/Redevelopment Boards or similar boards, the Superintendent of the Minute Man National Historical Park, the MassDOT Scenic Byway Coordinator, and the Fiscal Agent.

2. The Byway Committee shall have no independent authority to make regulatory changes or appropriate municipal funding. The Byway Committee's decisions and recommendations shall not supersede the existing authority of the Park, any other state or federal agency, or any Town board or committee, including but not limited to Boards of Selectmen, Planning/Redevelopment Boards, Historic District Commissions, Tourism Committees, and Conservation Commissions, unless such authority is expressly granted to the Byway Committee by the appropriate body.

Stakeholders Advisory Group

3. The Stakeholders Advisory Group shall serve as the forum for the public discussion of Byway-related issues. Its purpose is to ensure that the Byway Committee's actions are informed by the full range of parties with a stake in the Byway's management. Members of the Stakeholders Advisory Group shall have the opportunity to present their interests to the Byway Committee at regular meetings. Members of the Stakeholders Advisory Group may also be appointed to serve on ad-hoc working groups or sub-committees focused on specific Byway tasks, as directed by the Byway Committee.

III. MEMBERSHIP

Byway Committee

1. Each Town shall appoint up to three representatives to the Byway Committee. The appointment shall be made by the Town's Board of Selectmen, or its designee. The Towns are advised to consider appointing a balance of voices representing municipal interests including but not limited to planning, public works, tourism, and elected officials. The Superintendent of the Minute Man National Historical Park shall appoint one representative to the Byway Committee. The Byway Committee representatives shall be appointed for two year renewable terms. Each Town and the Park shall notify the Vice Chair of the Byway Committee of any changes to its representatives.

Stakeholders Advisory Group

2. Membership in the Stakeholders Advisory Group shall be open to all. The Byway Committee shall solicit interested parties and shall develop a method to actively notify members of upcoming meetings, inform them of Byway activities, and encourage their participation.

IV. METHOD OF OPERATION

Byway Committee

1. The Byway Committee shall meet at least three times per calendar year. Additional meetings may be called by the Chair or the Vice Chair, or by any two Byway Committee members from separate entities. Meetings shall be open to the public. A quorum of the Committee shall be present if at least four entities are represented at a duly called meeting.

2. Votes of the Byway Committee shall be taken with one vote per Town and one vote for the Minute Man National Historical Park. Each Town and the Park shall determine its own method for determining its vote among its representatives. Four affirmative votes are required to pass a motion.

3. The Byway Committee shall elect a Chair, a Vice Chair, and a Secretary from among its members. None of these officers shall be representatives from the same entity. Officers shall serve two-year terms. The Chair, Vice Chair, and Secretary shall not

serve in the same office for more than two consecutive terms. The Chair shall set meeting agendas and chair the meetings. The Vice Chair shall chair meetings in the absence of the Chair. The Vice Chair shall be responsible for keeping a current roster of Byway Committee members, and shall confirm the Committee appointments of each Town and the Park with their appointing bodies annually. The Secretary shall take meeting minutes and record votes taken.


V. AMENDMENTS TO THIS AGREEMENT

1. This Memorandum of Understanding may be amended or canceled at any time by mutual written agreement of all participating parties. Any participating Town or the Park may withdraw from this Memorandum of Understanding upon 60 days written notice to the Byway Committee, signed by the Town's Board of Selectmen or the Park's Superintendent, as the case may be.

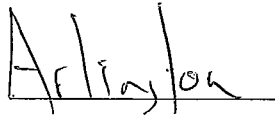
[Signature page follows]

SIGNATURES

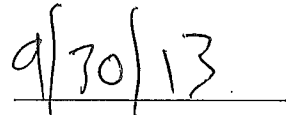
This Memorandum of Understanding is to be signed by the Chair of the Board of Selectmen of each Town, upon a vote of the Board authorizing the Chair to do so, and the Superintendent of the Minute Man National Historical Park.

X 

Chair, Board of Selectmen
or
Superintendent



Town
or
Minute Man NHP



Date

SIGNATURES

This Memorandum of Understanding is to be signed by the Chair of the Board of Selectmen of each Town, upon a vote of the Board authorizing the Chair to do so, and the Superintendent of the Minute Man National Historical Park.

X Deborah A. Manger

Chair, Board of Selectmen
or
Superintendent

Lexington

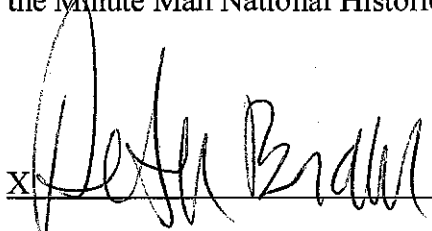
Town
or
Minute Man NHP

9-23-13

Date

SIGNATURES

This Memorandum of Understanding is to be signed by the Chair of the Board of Selectmen of each Town, upon a vote of the Board authorizing the Chair to do so, and the Superintendent of the Minute Man National Historical Park.

X 

Peter Braun
Chair, Board of Selectmen

Lincoln

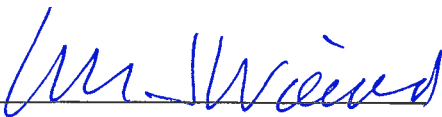
Town

10/7/13

Date

SIGNATURES

This Memorandum of Understanding is to be signed by the Chair of the Board of Selectmen of each Town, upon a vote of the Board authorizing the Chair to do so, and the Superintendent of the Minute Man National Historical Park.

X 

Chair, Board of Selectmen
or
Superintendent

Concord

Town
or
Minute Man NHP

Sept. 23, 2013

Date

SIGNATURES

This Memorandum of Understanding is to be signed by the Chair of the Board of Selectmen of each Town, upon a vote of the Board authorizing the Chair to do so, and the Superintendent of the Minute Man National Historical Park.

X Nancy Nelson, Superintendent Minute Man NHP September 6, 2013
Chair, Board of Selectmen Town Date
or
Superintendent or
Minute Man NHP



Town of Arlington, Massachusetts

Request: Use of Jefferson Cutter House Lawn (Saturdays and Sundays) for ATED Visitor Center

Summary:

Joseph A. Curro, Jr., Selectman for Arlington Committee on Tourism and Economic Development

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	ATED_request.pdf	Request from ATED

-----Original Message-----

From: Angela Olszewski <amolszewski@gmail.com>

To: Marie Krepelka <mkrepelka@town.arlington.ma.us>

Cc: Joseph Curro <jcurro@alumni.tufts.edu>

Date: Tue, 31 May 2016 18:24:28 -0400

Subject: ATED Request for Bd of Selectmen agenda on Monday

Marie,

Due to the site construction on the Uncle Sam Plaza, it has become difficult to operate the visitor center. ATED would like to request permission from the Board of Selectmen to use our tent on the Jefferson Cutter lawn as an alternative. The request is for Saturdays and Sundays. We will move back to the visitor center when possible. We recognize that we may need to ask permission to be on site if another groups is using the lawn, e.g., Chairful Where You Sit.

I am unable to be at the meeting, but Joe has agreed to speak on this item.

Please let me know if you have any questions.

Thanks,
Angela



Town of Arlington, Massachusetts

Discuss and Vote: Block Party Application Changes

Summary:

Daniel J. Dunn, Selectman

ATTACHMENTS:

Type	File Name	Description
Reference Material	BlockParty_-_proposed_revision.docx	Application (proposed changes)
Reference Material	Block_Party_police_recommendations.pdf	Police Recommendations
Reference Material	BLOCK_PARTY_APPLICATION.doc	Application (current)
Reference Material	Eric_Helmuth_e-mail.pdf	E-Mail from E. Helmuth

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON MASSACHUSETTS 02476-4908

BLOCK PARTY INSTRUCTIONS

Block Parties may be permitted provided that:

1. Request/submit three weeks minimum prior to block party at the Selectmen's Office.
2. It is a neighborhood event or activity for the residents of the neighborhood.
3. 100% of the ~~The~~ abutting residents of the street or area ~~are~~ have been notified, and none objected. Notification must be a good-faith attempt to obtain consent; at a minimum, notification must include a door-knock and written letter.
- 3.4. 90% of the abutting residents of the street or area ~~in accord and have consented~~ (100%) affirm positively their support for the holding of the event for the requested time, date, and rain date.
- 4.5. The street involved is a secondary road and, in the opinion of the Board, the use of the public way involved will not adversely affect traffic flow or public safety in the adjacent street.
- 5.6. The public convenience will not be adversely affected.
- 6.7. Live entertainment or musical groups will not participate in the event without specific permission of the Board of Selectmen.
- 7.8. Music is to be regulated so as not to be offensive outside the immediate area.
- 8.9. Barriers restricting traffic from the block area will be provided by the citizens and will be so constructed and placed that they are easily removed in case of emergency. Such barriers should be properly lighted if used at night.
- 9.10. A time limit should be clearly stated in the permit with the provision that such block party will terminate immediately on the orders of the senior officer on duty of either the Police or Fire Services if determined that public safety could be affected. The block party must end by 9:00 p.m.

10.11. Citizens involved would be responsible for clearing the public way and sidewalks of all debris, taking down all signs/notices etc.

Block Party Organizer Form

To the Board of Selectmen:

I, the undersigned organizer, request permission to close the street or portion of

on _____, rain date _____.

The time of the block party will be _____,

allow for party setup and clean up time. The block party must end by 9:00 p.m

I affirm that I, or other members of my group, have made a good faith attempt to
contact 100% of the abutting residents of the street or area, and that none of them
objected. I affirm that 90% of abutters have provided supporting signatures to the
application.

<u>Name</u>	<u>Address</u>
-------------	----------------

Contact Information:

Name:

Address:

Phone No:

Email:

Date:

To the Board of Selectmen:

We, the undersigned residents request permission to close the street or portion of

on _____, rain date _____.

The time of the block party will be _____,
allow for party setup and clean up time. The block party must end by 9:00 p.m.

~~Contact Information:~~

~~Name: _____~~

~~Address: _____~~

~~Phone No: _____~~

~~Email: _____~~

ABUTTER SIGNATURES:

Name Address

Name Address

Name Address

Name Address

Name Address

Name	Address
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Name	Address
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-Original Message-----

From: "Corey Rateau" <CRateau@town.arlington.ma.us>

To: "MaryAnn Sullivan" <MSullivan@town.arlington.ma.us>

Date: Wed, 01 Jun 2016 08:00:13 -0400

Subject: Block Party Changes

I am not in favor of changing the requirement of getting 100% of the abutters to sign-off. For example, Someone could be away and already had construction plans, moving trucks, or any other event where they might need to have vehicles coming and going and not have the street closed. Under this new rule, they'd be left out to change their plans and it wouldn't be fair to them. These are public streets and my feeling is that no one group has a greater right of access than any other person to decide to say that it's too bad if you don't want the street closed. Furthermore, it can also lead to people just not asking certain individuals that they may not like or not trying to obtain a signature from someone that they think might object.

Officer Corey P. Rateau
Arlington Police Department
Traffic and Parking Unit
(781)-316-3944 (Office)
(781)-316-3933 (Fax)
Email: CRateau@town.arlington.ma.us

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

BLOCK PARTY INSTRUCTIONS

Block Parties may be permitted provided that:

1. Request/submit three weeks minimum prior to block party at the Selectmen's Office.
2. It is a neighborhood event or activity for the residents of the neighborhood.
3. The abutting residents of the street or area are in accord and have consented (100%) to the holding of the event for the requested time, date, and rain date.
4. The street involved is a secondary road and, in the opinion of the Board, the use of the public way involved will not adversely affect traffic flow or public safety in the adjacent street.
5. The public convenience will not be adversely affected.
6. Live entertainment or musical groups will not participate in the event without specific permission of the Board of Selectmen.
7. Music is to be regulated so as not to be offensive outside the immediate area.
8. Barriers restricting traffic from the block area will be provided by the citizens and will be so constructed and placed that they are easily removed in case of emergency. Such barriers should be properly lighted if used at night.
9. A time limit should be clearly stated in the permit with the provision that such block party will terminate immediately on the orders of the senior officer on duty of either the Police or Fire Services if determined that public safety could be affected. The block party must end by 9:00 p.m.
10. Citizens involved would be responsible for clearing the public way and sidewalks of all debris, taking down all signs/notices etc.

Date: _____

To the Board of Selectmen:

We, the undersigned residents request permission to close the street or portion of

on _____, rain date _____.

The time of the block party will be _____,
allow for party setup and clean up time. The block party must end by 9:00 p.m.

Contact Information:

Name: _____

Address: _____

Phone No: _____

Email: _____

ABUTTER SIGNATURES:

Name	Address
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Name	Address
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Name	Address
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Name	Address
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-----Original Message-----

From: Eric Helmuth <eric@erichelmuth.com>

To: Dan Dunn <dunster@dandunn.org>, Kevin Greeley <Greeleycom@aol.com>, Steve Byrne <smbyrne1987@gmail.com>, Diane Mahon <dianemahon@verizon.net>, Joseph Curro <jcurro@alumni.tufts.edu>

Cc: Marie Krepelka <mkrepelka@town.arlington.ma.us>, MaryAnn Sullivan <MSullivan@town.arlington.ma.us>

Date: Mon, 6 Jun 2016 11:04:50 -0400

Subject: Comments about block parties - agenda item tonight

To the members of the Board of Selectmen:

I am writing about tonight's agenda item regarding block parties because I am unable to attend and comment in person.

I have organized Grandview's annual Sunday afternoon block party for the last several years. This simple event plays a surprisingly important role in making our neighborhood a friendly and safe place to live, by fostering a community in which people know and look out for one another.

The proposed changes in the approval policy address a routine practical problem: Despite working 3 or even 4 weekends to collect signatures, many years we are unable to connect with 1 or 2 households due to their schedules. We've been fortunate that our party has been approved anyway, and in fact the people we miss often come and enjoy the party. But that is the hallmark of a policy that isn't quite working in the real world.

The proposed changes would actually strengthen the voice of people who can't easily be contacted, because the new 100% notification rules are explicit and robust. Anyone who can't be reached would likely be even better informed and have a clearer opportunity to object.

I have read and appreciate Officer Rateau's concerns about the proposed changes. It is clear he is doing his job in thinking about all potential situations, not just the kind of low-key block party with patio furniture in the street that we do on Grandview. However I really think the robust 100% advance notification requirement will provide plenty of opportunity for neighborly communication and cooperation in the unlikely event someone has construction scheduled or other unusual needs.

I would finally like to point out that on Private Ways, a mere two-thirds vote of abutters is required to not only close the street and repave it, but make the remaining 1/3 of abutters help pay for it. Clearly, striking a balance in these matters is desirable. I think Selectman Dunn's proposal more than does that.

Thank you for considering this issue and my point of view.

Respectfully,

Eric Helmuth
33 Grandview Rd



Town of Arlington, Massachusetts

MWRA's Efforts to Address Lead Issue in Schools

Summary:

Joseph E. Favaloro, Executive Director, MWRA Advisory Board

Frederick A. Laskey, Executive Director, Massachusetts Water Resources Authority

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	MWRA_CR.pdf	Letter from MWRA and MWRA Advisory Board



MWRA ADVISORY BOARD
MASSACHUSETTS WATER RESOURCES AUTHORITY



Corres. Rec.
6/06/16

May 19, 2016

The Honorable Kevin F. Greeley
Chair, Board of Selectmen
Town of Arlington
730 Massachusetts Avenue
Arlington, MA 02476

Dear Selectmen Greeley:

We are forwarding to you a letter that has been sent to your water superintendent. It outlines the MWRA's ongoing efforts to assist our member communities in addressing the lead issue in schools. We have bolstered our in-house ability to perform lead testing in a timely fashion and stand ready to test samples from your community. MWRA has also been working closely with the Department of Environmental Protection (DEP) in a coordinated approach to establish protocols for the testing of lead levels in public schools. DEP has been very proactive in addressing this issue, including the establishment of a program to assist communities around the State to test schools for lead. We urge you to consider applying for their assistance.

We would also remind you that the MWRA has established a \$100 million zero-interest loan program to help defray the cost of removing lead services from residential buildings. Communities that are interested should consider beginning the application at this time.

Please feel free to contact us if you have any questions.

Sincerely,

Joseph E. Favaloro
Executive Director
MWRA Advisory Board

Frederick A. Laskey
Executive Director
Massachusetts Water Resources Authority



MASSACHUSETTS WATER RESOURCES AUTHORITY

Charlestown Navy Yard
100 First Avenue, Building 39
Boston, MA 02129

Frederick A. Laskey
Executive Director

Telephone: (617) 242-6000
Fax: (617) 788-4899
TTY: (617) 788-4971

Dear Water Superintendent:

MWRA has increased its capacity to provide laboratory and other resources, in coordination with the state's new school testing program, to accelerate lead testing in schools within MWRA's service area.

MWRA is offering to support our communities by providing free lead sample analysis services using MWRA's laboratory. All public schools, publicly-funded charter schools, and publicly-funded early education centers (pre-schools) within our water service area will be eligible. MWRA will provide sampling instructions and bottles, as well as labeling instructions for taps and samples to ensure that results can be reliably tied back to specific fountains or taps within each school. Schools will be expected to develop an accurate inventory, develop a school sample map and numbering system for all fixtures to be tested, fill out the sample bottle label information, and take the samples.

MWRA anticipates that many communities could complete school sampling before the end of this school year in June, rather than waiting until after the new school year begins in September.

MWRA is recommending that schools follow the DEP sampling protocol and collect first draw and 30-second flushed samples at all drinking water fountains, food and beverage prep sinks, and other sinks likely to be used for drinking water (e.g. nurses' offices or teachers' lounges). If any first draw sample result is above the lead Action Level, MWRA will analyze the 30-second flushed sample. MWRA will directly and immediately provide any result over the lead Action Level to the community school department and water departments and as soon as it is available from the laboratory.

In addition, a state program that has been developed by DEP offers technical and financial assistance state-wide to school systems, and MWRA recommends that each community sign up for DEP's school sampling program, as well. Applications are due to DEP by May 27th. Signing up requires no commitment of local funds. MWRA will continue to coordinate our efforts with the complementary efforts of the state program. Information on DEP's program can be accessed at: www.mass.gov/eea/agencies/massdep/water/drinking/testing-assistance-for-lead-in-school-drinking-water.html

If you are interested in participating in MWRA's school testing program, please contact either of us, or Joshua Das at 617-788-4822 or Joshua.Das@mwra.com.

Very Truly Yours,

David Coppes
Director of Waterworks

Stephen Estes-Smargiassi
Director of Planning and Sustainability



Town of Arlington, Massachusetts

Notice of MEPA Comment Period Extension - EEA 15507, J-1 System Mystic River Crossing Replacement - Arlington, Medford, Somerville

Summary:

Alex Strysky, MEPA Office

ATTACHMENTS:

Type	File Name	Description
▢ Reference Material	MEPA_CR.pdf	E-mail from MEPA Office

Original Message-----

From: "Strysky, Alexander (EEA)" <Alexander.Strysky@MassMail.State.MA.US>
To: "avorce@nantucket-ma.gov" <avorce@nantucket-ma.gov>, "Backman, Andy (DCR)" <andy.backman@state.ma.us>, "Baker, Nancy (DEP)" <nancy.baker@state.ma.us>, "Boeri, Robert (EEA)" <robert.boeri@state.ma.us>, "Bourre, Richard (EEA)" <richard.bourre@state.ma.us>, "Buckley, Deirdre (EEA)" <deirdre.buckley@state.ma.us>, "bwoods@nmcog.org" <bwoods@nmcog.org>, "Carr, Jillian (FWE)" <jillian.carr@state.ma.us>, "Chin, Ken (DEP)" <ken.chin@state.ma.us>, "Chisholm, Chris (AGR)" <chris.chisholm@state.ma.us>, "Christopher.Boelke@Noaa.gov" <Christopher.Boelke@Noaa.gov>, "Ciaramella, Pasquale" <pciaramella@ocpcrpa.org>, "Connolly, Marianne" <Marianne.Connolly@mwra.com>, "ddizoglio@mvpc.org" <ddizoglio@mvpc.org>, "Doherty, Deirdre (DEP)" <deirdre.doherty@state.ma.us>, "Dorr Fox (dfox@capecodcommission.org)" <dfox@capecodcommission.org>, Elizabeth Perry <elizabeth.perry@capecodcommission.org>, "Engler, Lisa Berry (EEA)" <lisa.engler@state.ma.us>, "Eric Arbenne (earbeene@ocpcrpa.org)" <earbeene@ocpcrpa.org>, "Eric.Hutchins@noaa.gov" <Eric.Hutchins@noaa.gov>, "Evans, Tay (FWE)" <tay.evans@state.ma.us>, "Feeney, Eileen (FWE)" <eileen.feeney@state.ma.us>, "Flaherty, Erin (EEA)" <erin.flaherty@state.ma.us>, "Fragata, Carlos (DEP)" <carlos.fragata@state.ma.us>, "French, Tom (FWE)" <tom.french@state.ma.us>, "Galvin, Mike (DCR)" <mike.galvin@state.ma.us>, "Glenn, Kathryn (EEA)" <kathryn.glenn@state.ma.us>, "Hill, David (DEP)" <david.hill@state.ma.us>, "Hopson, Barbara (AGR)" <barbara.hopson@state.ma.us>, "Huckery, Pat (FWE)" <pat.huckery@state.ma.us>, "Janik, David (DEP)" <david.janik@state.ma.us>, Jill Valdes Horwood <jvhorwood@bostonharbornow.org>, Julie Wormser <jwormser@bostonharbornow.org>, "Kerigan, Kathleen (DEP)" <kathleen.kerigan@state.ma.us>, "Kilmer, Charles" <ckilmer@OCPCRPA.ORG>, "Kinahan, Erin (DOT)" <erin.kinahan@state.ma.us>, "Kirby, Christine (DEP)" <christine.kirby@state.ma.us>, "Laney, Kristen" <kristen@thebeatnews.org>, "Langhauser, Andrea (DEP)" <andrea.langhauser@state.ma.us>, "LaRosa, Thomas (DCR)" <thomas.larosa@state.ma.us>, "Glorioso, Lauren (FWE)" <lauren.glorioso@state.ma.us>, "Lehan, Richard (FWE)" <richard.lehan@state.ma.us>, "lindad@frcog.org" <lindad@frcog.org>, "Logan, John (FWE)" <john.logan@state.ma.us>, "Lorion, Barry (DOT)" <barry.lorion@state.ma.us>, "Lucien, Lionel (DOT)" <lionel.lucien@state.ma.us>, "Lynch, Ben (DEP)" <ben.lynch@state.ma.us>, "Mahala, Jim (DEP)" <jim.mahala@state.ma.us>, "Marold, Misty-Anne (FWE)" <misty-anne.marold@state.ma.us>, "Mastone, Victor (EEA)" <victor.mastone@state.ma.us>, "maura.zlody@ci.boston.ma.us" <maura.zlody@ci.boston.ma.us>, "McKenna, Steve (EEA)" <stephen.mckenna@state.ma.us>, "mpillsbury@mapc.org" <mpillsbury@mapc.org>, Mystic River Watershed Association <ek@mysticriver.org>, "NKarns@berkshireplanning.org" <NKarns@berkshireplanning.org>, "Padula, Michele (AGR)" <michele.padula@state.ma.us>, "Petitpas, Christian (FWE)" <christian.petitpas@state.ma.us>, "pincumbe.david@epa.gov" <pincumbe.david@epa.gov>, Pioneer Valley Planning Commission <info@pvpc.org>, "Putnam, Nancy (DCR)" <nancy.putnam@state.ma.us>, "Quinones, Rebecca (FWE)" <Rebecca.Quinones@MassMail.State.MA.US>, "Regosin, Jonathan (FWE)" <jonathan.regosin@state.ma.us>, "Reiner.Ed@epamail.epa.gov" <Reiner.Ed@epamail.epa.gov>, "Salomaa, William (DCR)" <william.salomaa@state.ma.us>, Sandy Conaty <sconaty@srpedd.org>, "Schluter, Eve (FWE)" <eve.schluter@state.ma.us>,

"Simon, Brona (SEC)" <brona.simon@state.ma.us>, "Singleton, Stolle (EEA)" <stolle.singleton@state.ma.us>, "Skiba, Catherine (DEP)" <catherine.skiba@state.ma.us>, "Tamul, Stella (DEP)" <stella.tamul@state.ma.us>, "Taylor, Jo-Ann" <taylor@mvcommission.org>, "timmerman.timothy@epa.gov" <timmermann.timothy@epa.gov>, "Tipton, Nathaniel (DCR)" <nathaniel.tipton@state.ma.us>, "'Van Deusen, Margaret'" <mvandeusen@crwa.org>, "Veinotte, Amanda" <amanda.veinotte@state.ma.us>, "Warncke, Tracy (EEA)" <tracy.warncke@state.ma.us>, "Washburn, Bradford (EEA)" <bradford.washburn@state.ma.us>, "Winn, Jane" <jane@thebeatnews.org>, "Wixon, Josephine (EEA)" <josephine.wixon@state.ma.us>, "Worrall, Eric (DEP)" <eric.worrall@state.ma.us>, "Yeo, Jonathan (DCR)" <jonathan.yeo@state.ma.us>, "Zoto, George (DEP)" <george.zoto@state.ma.us>
Cc: "Crouch, Gene" <GCrouch@VHB.com>, "TRMcGillHoyt@spectraenergy.com" <TRMcGillHoyt@spectraenergy.com>, "allspcd@somervillema.gov" <allspcd@somervillema.gov>, "mayor@somervillema.gov" <mayor@somervillema.gov>, "ogarcia@somervillema.gov" <ogarcia@somervillema.gov>, "rkelly@somervillema.gov" <rkelly@somervillema.gov>, "mayor@medford.org" <mayor@medford.org>, "ahunt@medford.org" <ahunt@medford.org>, "ldilorenzo@medford.org" <ldilorenzo@medford.org>, "rmarino@medford.org" <rmarino@medford.org>, "msullivan@town.arlington.ma.us" <msullivan@town.arlington.ma.us>, "cbeckwith@town.arlington.ma.us" <cbeckwith@town.arlington.ma.us>, "jraitt@town.arlington.ma.us" <jraitt@town.arlington.ma.us>, "achapdelaine@town.arlington.ma.us" <achapdelaine@town.arlington.ma.us>

Date: Tue, 31 May 2016 21:04:10 +0000

Subject: Notice of MEPA Comment Period Extension- EEA 15507, J-1 System Mystic River Crossing Replacement- Arlington, Medford, Somerville

The Proponent has requested an extension of the comment period. On behalf of the Secretary, the request is granted. The comment period will end on June 14, 2016. The ENF Certificate will be issued on June 24, 2016.

Alex Strycky
MEPA Office
100 Cambridge Street, 9th Floor
Boston, MA 02114

ph: (617) 626-1025
fx: (617) 626-1181

From: Strycky, Alexander (EEA)

Sent: Friday, May 13, 2016 11:06 AM

To: 'avorce@nantucket-ma.gov'; Backman, Andy (DCR); Baker, Nancy (DEP); Boeri, Robert (EEA); Bourre, Richard (EEA); Buckley, Deirdre (EEA); 'bwoods@nmcog.org'; Carr, Jillian (FWE); Chin, Ken (DEP); Chisholm, Chris (AGR); 'Christopher.Boelke@Noaa.gov'; 'Ciaramella, Pasquale'; 'Connolly, Marianne'; 'ddizoglio@mvpc.org'; Doherty, Deirdre (DEP); 'Dorr Fox (dfox@capecodcommission.org)'; 'Elizabeth Perry'; Engler, Lisa Berry (EEA); 'Eric Arbenne (earbeene@ocpcrpa.org)'; 'Eric.Hutchins@noaa.gov'; Evans, Tay (FWE); Feeney, Eileen (FWE); Flaherty, Erin (EEA); Fragata, Carlos (DEP); French, Tom (FWE); Galvin, Mike (DCR); Glenn, Kathryn (EEA); Hill, David (DEP); Hopson, Barbara (AGR); Huckery, Pat (FWE); Janik, David (DEP); 'Jill Valdes Horwood'; 'Julie Wormser'; Kerigan,

Kathleen (DEP); 'Kilmer, Charles'; Kinahan, Erin (DOT); Kirby, Christine (DEP); 'Laney, Kristen'; Langhauser, Andrea (DEP); LaRosa, Thomas (DCR); 'Lauren Glorioso'; Lehan, Richard (FWE); 'lindad@frcog.org'; Logan, John (FWE); Lorion, Barry (DOT); Lucien, Lionel (DOT); Lynch, Ben (DEP); Mahala, Jim (DEP); Marold, Misty-Anne (FWE); Mastone, Victor (EEA); 'maura.zlody@ci.boston.ma.us'; McKenna, Steve (EEA); 'mpillsbury@mapc.org'; 'Mystic River Watershed Association'; 'NKarns@berkshireplanning.org'; Padula, Michele (AGR); Petitpas, Christian (FWE); 'pincumbe.david@epa.gov'; 'Pioneer Valley Planning Commission'; Putnam, Nancy (DCR); Quinones, Rebecca (DCR); Regosin, Jonathan (FWE); 'Reiner.Ed@epamail.epa.gov'; Salomaa, William (DCR); 'Sandy Conaty'; Schluter, Eve (FWE); Simon, Brona (SEC); Singleton, Stolle (EEA); Skiba, Catherine (DEP); Stryisky, Alexander (EEA); Tamul, Stella (DEP); 'Taylor, Jo-Ann'; 'timmerman.timothy@epa.gov'; Tipton, Nathaniel (DCR); 'Van Deusen, Margaret'; Veinotte, Amanda; Warncke, Tracy (EEA); Washburn, Bradford (EEA); 'Winn, Jane'; Wixon, Josephine (EEA); Worrall, Eric (DEP); Yeo, Jonathan (DCR); Zoto, George (DEP)

Cc: 'Crouch, Gene'; 'TRMcGillHoyt@spectraenergy.com'; 'allspcd@somervillema.gov'; 'mayor@somervillema.gov'; 'ogarcia@somervillema.gov'; 'rkelly@somervillema.gov'; 'mayor@medford.org'; 'ahunt@medford.org'; 'ldilorenzo@medford.org'; 'rmarino@medford.org'; 'msullivan@town.arlington.ma.us'; 'cbeckwith@town.arlington.ma.us'; 'jraitt@town.arlington.ma.us'; 'achapdelaine@town.arlington.ma.us'

Subject: Notice of MEPA Site Visit- EEA 15507, J-1 System Mystic RIVER Crossing Replacement- Arlington, Medford, Somerville

NOTICE OF MEPA SITE VISIT

EEA No. 15507 J-1 System Mystic River Crossing Replacement- Arlington, Medford and Somerville

Project Description: An [Environmental Notification Form \(ENF\)](#) has been filed with the Executive Office of Energy and Environmental Affairs by Spectra Energy (c/o Algonquin Gas Transmission, LLC) to install a replacement section of pipeline along Algonquin's J-1 natural gas transmission system. The section to be replaced is located under the confluence of the Mystic River and Alewife Brook. The 24-inch diameter segment to be replaced will be cut off, capped, filled with grout, and abandoned in place. The replacement section of pipe will be 26 inches in diameter and approximately 1,160 feet long. It will be installed adjacent to the section to be abandoned using Horizontal Directional Drilling (HDD). The HDD entry and exit points will be located on land owned by DCR as part of the Mystic River Reservation.

The project requires the filing of an ENF pursuant to 301 CMR 11.03(3)(b)(1)() because it involves an alteration of ½ or more acres of any other wetland (Riverfront Area and Bordering Land Subject to Flooding). The project requires a 401 Water Quality Certificate and a Chapter 91 License from MassDEP.

A site visit will be held to discuss the project and view the site. The public is welcome to attend.

MEPA site visit scheduled for: Friday, May 20, 2016 at 2:00 PM. We will meet at the north end of the Dilboy Field parking lot off Alewife Brook Parkway/Route 16. MEPA comments due on or before: May 31, 2016

Certificate due: June 10, 2016

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Next Scheduled Meeting of BoS June 20, 2016